



# Assessments Achievement

## 2023-2024 Additional Accommodations Request Process for Arizona's Statewide Achievement Tests: AASA, AzSCI, and ACT Aspire

This document details the process for Additional Accommodations requests for **AASA** (Grades 3-8), **AzSCI** (Grades 5, 8, and 11/Cohort 2025), and **ACT Aspire** (Grade 9/Cohort 2027) for the 2023-2024 school year.

Accommodations for **ACT** (Grade 11/Cohort 2025) are to be submitted directly to ACT using ACT's processes and are **not** to be submitted to ADE using the process described in this document. More information regarding accommodations requests for ACT can be found on the ACT-hosted website for Arizona under [Step 3: Accommodations](#).

Students with significant cognitive disabilities whose current Individualized Education Program (IEP) designates them as eligible for the alternate assessment, MSAA, should not be administered the statewide achievement assessments, including AASA, AzSCI, ACT Aspire, and ACT.

The additional accommodations requested **should not** include Universal Test Administration Conditions, Universal Tools, or other accommodations identified as allowable in the Achievement Assessments Accommodations Manual, located on [ADE's Assessment Accessibility webpage](#). If instructional and assessment accommodations in the student's IEP or 504 Plan are updated during the current school year after the initial submission, a new request with the updated IEP or 504 Plan must be submitted.

The Additional Accommodations request form should be used to request the American Sign Language (ASL) form of the test, hearing devices requiring a Bluetooth connection, a computer-based test or technology needed when testing in a paper-based testing school, assistive technology needed by the student during testing if not included in the Achievement Assessments Accommodations Manual, or testing accommodations requested due to a student injury as described in the Achievement Assessments Accommodations Manual.

For ACT Aspire, the Additional Accommodations request form should also be used to request Speech-to-Text for a student. Please note that a paper test and a one-to-one test administration is required with ACT Aspire Speech-to-Text. **Speech-to-Text is not permitted on AASA or AzSCI tests.**



# Assessments Achievement

All Additional Accommodations requests must be submitted to ADE for approval using the process described below. We recommend submitting requests as soon as 504 Plans or IEPs are completed. This will allow time for ADE's review and for additional documentation to be submitted, as needed, and prior to the opening of the test windows.

- Submit a separate request for each student requiring an Additional Accommodation using the secure ADE online form: [https://www.azed.gov/assessment/achievement\\_aa\\_fy24](https://www.azed.gov/assessment/achievement_aa_fy24). Requests may be submitted by any staff member who is responsible for the student's IEP or 504 Plan.
- Requests may be submitted **September 5, 2023 – February 23, 2024**. Please submit Additional Accommodations requests early in the school year to allow time for ADE's review and for additional documentation to be submitted, as needed.
- On the secure form, submit pages of the student's current IEP or 504 Plan that indicate the need for the Additional Accommodations. The document should include:
  - The date of the document and the student's first and last name and SSID.
  - The Present Levels of Academic Achievement and Functional Performance (PLAAFP).
  - The Instructional Accommodations section that includes accommodations used routinely during instruction throughout the year. The instructional accommodations **MUST** align with the testing accommodations.
  - The Assessment Accommodations section that lists the student's testing accommodations for district and state assessments.

## **AASA and AzSCI Additional Information for ASL**

For the 2023-2024 school year, ADE will create an ASL test session in PearsonAccess<sup>next</sup> for any student(s) with an approved ASL test accommodation for the **AASA and AzSCI assessments** and will move the student(s) into the ASL test session prior to testing.