

High School Placement Test Accommodation Form

The elementary school principal must complete and send this letter to the HSPT testing coordinator at the specific high school where the student is testing **two weeks prior** to the test administration date. Supporting documentation must be attached as indicated by RWB Policy 1004.02.

TO: High School Principal of _____

FROM: _____, Principal of _____ School

DATE: _____

RE: Student's Testing Accommodations for the High School Placement Test (HSPT)

The student identified below either has a current Individual Education Plan (IEP), Individual Service Plan (ISP), current School Accommodation Plan, or is an English Language Learner who qualifies for testing accommodations. Please plan for this student's testing accommodations during the HSPT administration. Accommodations are noted below.

Name of Student: _____

- ISP/IEP Testing Accommodations
- School Accommodation Plan
- ELL Testing Accommodations

All high schools will provide extended time and read aloud testing accommodations. For information regarding the availability of other accommodations, please contact the individual high school.

Extended Testing Time (up to 1 ½ allocated time)

Verbal 18+ 9=Total 27 minutes
Quantitative 30+15=Total 45 minutes
Reading 25+12=Total 37 minutes
Mathematics 45+22=Total 67 minutes
Language 25+12=Total 37 minutes

Read Aloud

Verbal
Quantitative
Reading – Not allowable for any student
Mathematics
Language

Use of translation dictionary (not regular English dictionary – student must bring own)

Scribe

Other _____

Other _____

Please Note: Students may NOT use a calculator as a testing accommodation on the High School Placement Test even though the student's ISP/IEP lists calculator usage as a testing accommodation. See High School Placement Manual page 5.

Parent signature on this form indicates consent for the above named school to release records for the above named child in consideration of testing accommodations for the HSPT in the Archdiocese of Cincinnati.

Signature of Parent _____

Signature of Principal or Designee _____