**State Test Accommodation Verification Request Form**

This State Test Accommodation Verification Request Form is intended for **internal school use only**. This form may be used by Teachers to communicate a student’s accommodations to the school’s Test Coordinator (TC) or Principal (PR). To verify state accommodation(s), the TC or PR must complete the official submission through the *Submit Test Administration Forms* in TIDE . Please note: For SY 2023-2024, only the following state test accommodations will be carried over in the Test Information Distribution Engine (TIDE): American Sign Language (ASL), Braille (includes Audio Transcriptions and Emboss), and Closed Captioning (CC). For more information, refer to [the July 14, 2023 HIDOE announcement memo.](https://smarterbalanced.alohahsap.org/resources/resources-2023-2024/school-year-2023-2024-state-test-accommodations)

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| **2023-2024 Hawaiʿi State Test Accommodation Verification Request Form** |
| School Name: | Today's Date: |
| Person Completing this Request Form: |
| E-mail: |
| Student 10 Digit-SSID:  | Enrolled in Grade: |
| Student is: □ IDEA-Eligible □ Section 504 □ Recently Injured (Speech-to-Text or Scribe)Is the student taking the Kaiapuni assessment of Education Outcomes? □ Yes □ No |
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| Please mark **all the state test accommodation(s) being requested** for the eligible student, including those state test accommodations (ASL, Braille, and/or CC) that will be carried over for use in SY 2023-2024. |
| **Select the State Test Accommodation(s) requested for verification:**□ 100s Number Table (NT) for SB math test□ Abacus (AB) for SB math test□ Alternate Response Options (ARO) for all tests. ARO are not limited to: adapted keyboards, large keyboards,StickyKeys, MouseKeys, FilterKeys, adapted mouse, touch screen, head wand, and switches.□ American Sign Language (ASL) for SB ELA listening items and math items□ Braille (BR) online or paper/pencil tests – **if you selected BR,** please identify either the**ONLINE OR PAPER/PENCIL**test with the preferred braille code in the **Braille Code Accommodation section.**□ Braille Transcript (BT) for SB ELA Listening Passages – UEB Contracted□ Braille Transcript (BT) for SB ELA Listening Passages – UEB Uncontracted□ Calculator (CAL) for grade 6 and above **calculator-allowed** items on the SB math test. Specialized calculators are: a large button/large display calculator, a calculator built into an assistive technology device, an adapted keyboard calculator, a voice activated calculator, a talking calculator, or a braille calculator.□ Closed Captioning (CC) for SB ELA listening items□ Math Manipulatives (MMs) for SB math test and (optional) Algebra I and 2 EOC exams – If you selected MMs, identify the specific MM accommodations in the **Math Manipulatives** section.□ Multiplication Table (MT) for SB math test – 12x12 Grid□ Print on Demand (POD)□ Read Aloud (RA) for Reading Passages on SB ELA test. The purpose of the 2–3 Reading Passages is to measure the student's independent reading comprehension skills. Refer to the [State Test Accommodation Guide](https://smarterbalanced.alohahsap.org/resources/accessibility-and-accommodations-state-guides) for TTS and RA and the [Smarter Balanced Guidelines for Choosing Text-to-Speech or Read Aloud Accommodations (Grades 3-5)](https://smarterbalanced.alohahsap.org/resources/resources-2020-2021/smarter-balanced-guidelines-for-choosing-text-to-speech-or-read-aloud-accommodations-%28grades-3-5%29) for guidance.□ Scribe (SC) for SB ELA Performance Task (ELA-PT) Part 2, full write or long essay□ Speech-to-Text (STT)□ Text-to-Speech (TTS) for Reading Passages on SB ELA test. The purpose of the 2–3 Reading Passages is to measure the student's independent reading comprehension skills. Refer to the [State Test Accommodation Guide](https://smarterbalanced.alohahsap.org/resources/accessibility-and-accommodations-state-guides) for TTS and RA and the [Smarter Balanced Guidelines for Choosing Text-to-Speech or Read Aloud Accommodations (Grades 3-5)](https://smarterbalanced.alohahsap.org/resources/resources-2020-2021/smarter-balanced-guidelines-for-choosing-text-to-speech-or-read-aloud-accommodations-%28grades-3-5%29) for guidance.□ Word Prediction for SB ELA Performance Task (ELA-PT) Part 1 and Part 2– Embedded option (no school equipment/software needed)□ Word Prediction (WP) for SB ELA Performance Task (ELA-PT) Part 1 and Part 2 – Non-embedded option (school equipment/software required; consult the [Assistive Technology Manual](https://smarterbalanced.alohahsap.org/resources/resources-2023-2024/assistive-technology-manual-and-braille-resources-2023-2024) for guidance) |
| **Braille Code Accommodation-****Online Tests:**□ UEB Contracted for ELA□ UEB Uncontracted for ELA□ Math UEB Contracted with UEB Math□ Math UEB Uncontracted with UEB Math□ Math UEB Contracted with Nemeth Math□ Math UEB Uncontracted with Nemeth Math□ Grade 5 and 8 Science and Biology – UEB Contracted with Nemeth | **Braille Code Accommodation- Paper/Pencil Tests:**□ UEB Contracted for ELA□ UEB Uncontracted for ELA□ Math UEB Contracted with UEB Math□ Math UEB Uncontracted with UEB Math□ Math UEB Contracted with Nemeth Math□ Math UEB Uncontracted with Nemeth Math□ Grade 5 and 8 Science – UEB Contracted with Nemeth (no Braille Paper/Pencil for Biology) | **Math Manipulatives** (up to 4)**:**If applicable, select from the list of pre-approved Math Manipulatives (MM) state test accommodations below:□ Algebra Tiles (recommended for Grade 6 and above)□ Base Ten Blocks□ Colored Tiles□ Geoblocks Sets□ Geoboards and Geobands□ Multi-link Cubes, Pop Cubes, or Similar □ Multi-Sensory Learning (MSL) Kits□ One-Inch Blocks□ Pattern Blocks□ Transparent Sheets□ Two-Color Counters□ Other: |
| **Provide any Additional Comments Here:** |

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| *School Test Coordinator/Principal Use Only*Submitted into TIDE: Y or NName and Date: |

See Appendix BB in the Smarter Balanced Summative Test Administration Manual for TC/PR TIDE Submission Instructions.

The School Test Coordinator/Principal should retain the original form for documentation purposes.