

4K/5K Special Circumstances

myIGDIs™ Limited Flowchart & Special Request Form

Student Name: _____

1. Can the test be administered with universal support, administrative considerations, and/or allowable accommodation?

Review and complete Assessment with:

- a. myIGDIs Early Literacy Accommodation Guide
- b. There is no supplemental Accommodation Guide for myIGDIs Early numeracy.
 - i. If the answer is “Yes” then administer all domains
 - ii. If the answer is “No”:

The IEP should be reviewed by the case manager, the IEP team and the LEA to determine if the student cannot access the domain due to the characteristics of the student’s disability. This does not include lack of exposure to effective instruction (academic and/or functional), level of academic/functional proficiency, and/or lack of exposure to or proficiency with the use of allowable accommodations.

2. Can the student access all domains?

- a. If the answer is “Yes” then administer all domains.
- b. If the answer is “No”:

The IEP team will meet to amend the IEP to indicate which domains will be except (student can be exempt two or less domains).

3. Review the student’s IEP to confirm accommodation is appropriate.

- a. Consult with related services (SLP, AT, etc.) to address student’s language needs.
- b. Conduct an IEP meeting (as appropriate) to ensure language goals, supplementary aids and services, and accommodations target student deficit.

Submit the student’s IEP to the DTC to confirm that the student cannot access the domain due to the characteristics of the student’s disability, even with allowable accommodations. Any domain deemed inaccessible should be marked as “Not Scorable” and student’s score will appear in the gray band for that domain.

4. Does the student need to be exempt from three or more domains on the test?

- a. If the answer is “No” then administer domains that the student can access and mark “Not Scorable” for the other domains.
- b. If the answer is “Yes”:

5. Submit myIGDIs- Special Circumstances Request form to SCDE (see below).

- a. SCDE provides approval- Administer an alternative assessment (TS GOLD) following all guidelines for documentation and completion of required domains.
 - a. This may require additional training and preparation for the teacher (TA) and STC/DTC.
- b. SCDE does NOT provide approval- Administer all eligible domains of the assessment (myIGDIs).
 - i. Students cannot be left in the purple band without any documented score.

Office of Assessment and Standards 4K Special Circumstances Digital Request Form

All submissions should be completed **at least two weeks prior to testing**. Completed form and all supporting documentation can be submitted using the digital submission form found here:
https://scde.formstack.com/forms/office_of_assessment_and_standards_4k_5k_special_circumstances_request_form

Please be advised that the sections for school representative name and district test coordinator will serve as digital signatures.

You will receive a response by email within 10 business days.

For questions related to 4K Readiness Assessments, contact Meghan Walters-Branham (mgwalters@ed.sc.gov).

Office of Assessment and Standards 4K Special Circumstances Non-Digital Request Form

This form is to be used to request that a 4K student in a school district that administers myIGDIs would need an alternative assessment to meet the 4K readiness assessment requirement.

Student Name: _____

Student State ID#: _____

District: _____

School: _____

Identify reason(s) as to why this student cannot be assessed using myIGDIs.

Which evaluation results support why this student would not be able to access myIGDIs?

List of submitted IEP/ILAP documentation (i.e., instructional and assessment support) *:

***No request will be accepted without evidence of instructional and assessment alignment.**

School Representative (Signature)

Phone Number

School Representative Name (Print)

Email

District Test Coordinator (Signature)

Phone Number

District Test Coordinator Name (Print)

Email

Please send the completed form to Meghan Walters-Branham (mgwalters@ed.sc.gov) **at least two weeks prior to testing. All supporting documentation should be uploaded to ADTS under the Assessments folder.** You will receive a response by email within 10 business days.