**Paper Response Card/Paper and Pencil Test Accommodation Request Form (Summative Assessments Only)**

Date:

School Name: School Code:

School Test Coordinator (TC) Name:

TC Email: TC Phone:

Student's SSID #: Student's Grade Level:

Student's Test Administrator Name:

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| --- | --- | --- |
| Accommodation Requested:  (check one) | □ Paper Response Card | □ Paper and Pencil Test |

The Paper and Pencil Test Accommodation is for students who can not access the electronic device because of their sensitivity, or students who are qualified for the translated test.

State the rationale for requesting the accommodation checked above for HSA-Alt testing. Please refer to the section **Requesting Paper Response Card or Paper and Pencil Test Accommodation** in the *HSA-Alt Summative Test Administration Manual*:

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School Test Coordinators must **email** completed forms to:

Emily MacGillivray at [emily.macgillivray@cambiumassessment.com](mailto:emily.macgillivray@cambiumassessment.com)

**Forms must be submitted by April 26, 2024.**

The School Test Coordinator will be contacted via email if additional information is needed and when a final determination of approval is made by the Hawaiʻi Department of Education's Assessment Section.