



On-Island Alternative Site Request Form for Paper/Pencil HSAP Assessments

Verification of Student Need Form

This form is to be used to request paper/pencil Smarter Balanced, HSA Science (NGSS), or EOC materials for a student who is receiving services at an on-island Alternative site, Home/Hospital site, or Serious Disciplinary Action Status site that does not have Internet access required for online HSAP testing or has other technology issues. Schools are responsible for assessing the students at on-island sites.

Date: _____

Student Name: _____ 10-digit Student ID: _____ Grade Level: _____

School Name: _____ School Code: _____

School Street Address (Street, City, Zip Code – No P.O. Box): _____

School Contact Person Name: _____

School Contact Person Telephone Number: _____

School Contact Person E-mail: _____

Indicate assessment(s) or exam(s) for which paper/pencil materials are requested:

- Smarter Balanced ELA/Literacy Smarter Balanced Mathematics
- HSA Science (NGSS) Biology 1 (NGSS) EOC
- Algebra 1 EOC Algebra 2 EOC

Note: The student must use the same type of test form (i.e., paper/pencil or online) for both the CAT and PT of the Smarter Balanced ELA/Literacy or the CAT of the Smarter Balanced mathematics assessment. Requesting a Smarter Balanced paper/pencil assessment will include a paper/pencil fixed-form test and/or a paper/pencil performance task, as appropriate.

On-island Institution or Location Name Where Student Currently Receives Services:

Assessment Section Use Only

Verified: Y or N
Name and Date:

Fax the completed form to the Assessment Section at (808)733-4483.
The school Test Coordinator should retain the original form for documentation purposes.