



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](#).

2023-2024 Hawai'i 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: <input type="checkbox"/> IDEA-Eligible <input type="checkbox"/> Section 504 <input type="checkbox"/> Recently Injured (Speech-to-Text or Scribe)	
Is the student taking the Kaiapuni assessment of Education Outcomes? <input type="checkbox"/> Yes <input type="checkbox"/> No	
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:	
<input type="checkbox"/> 100s Number Table (NT) for SB math test	
<input type="checkbox"/> Abacus (AB) for SB math test	
<input type="checkbox"/> 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.	
<input type="checkbox"/> American Sign Language (ASL) for SB ELA listening items and math items	
<input type="checkbox"/> 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.	
<input type="checkbox"/> Braille Transcript (BT) for SB ELA Listening Passages – UEB Contracted	
<input type="checkbox"/> Braille Transcript (BT) for SB ELA Listening Passages – UEB Uncontracted	
<input type="checkbox"/> 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.	
<input type="checkbox"/> Closed Captioning (CC) for SB ELA listening items	
<input type="checkbox"/> 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.	
<input type="checkbox"/> Multiplication Table (MT) for SB math test – 12x12 Grid	
<input type="checkbox"/> Print on Demand (POD)	
<input type="checkbox"/> 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 for TTS and RA and the Smarter Balanced Guidelines for Choosing Text-to-Speech or Read Aloud Accommodations (Grades 3-5) for guidance.	
<input type="checkbox"/> 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](#) for TTS and RA and the [Smarter Balanced Guidelines for Choosing Text-to-Speech or Read Aloud Accommodations \(Grades 3-5\)](#) 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](#) 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:

School Test Coordinator/Principal Use Only

Submitted into TIDE: Y or N

Name 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.