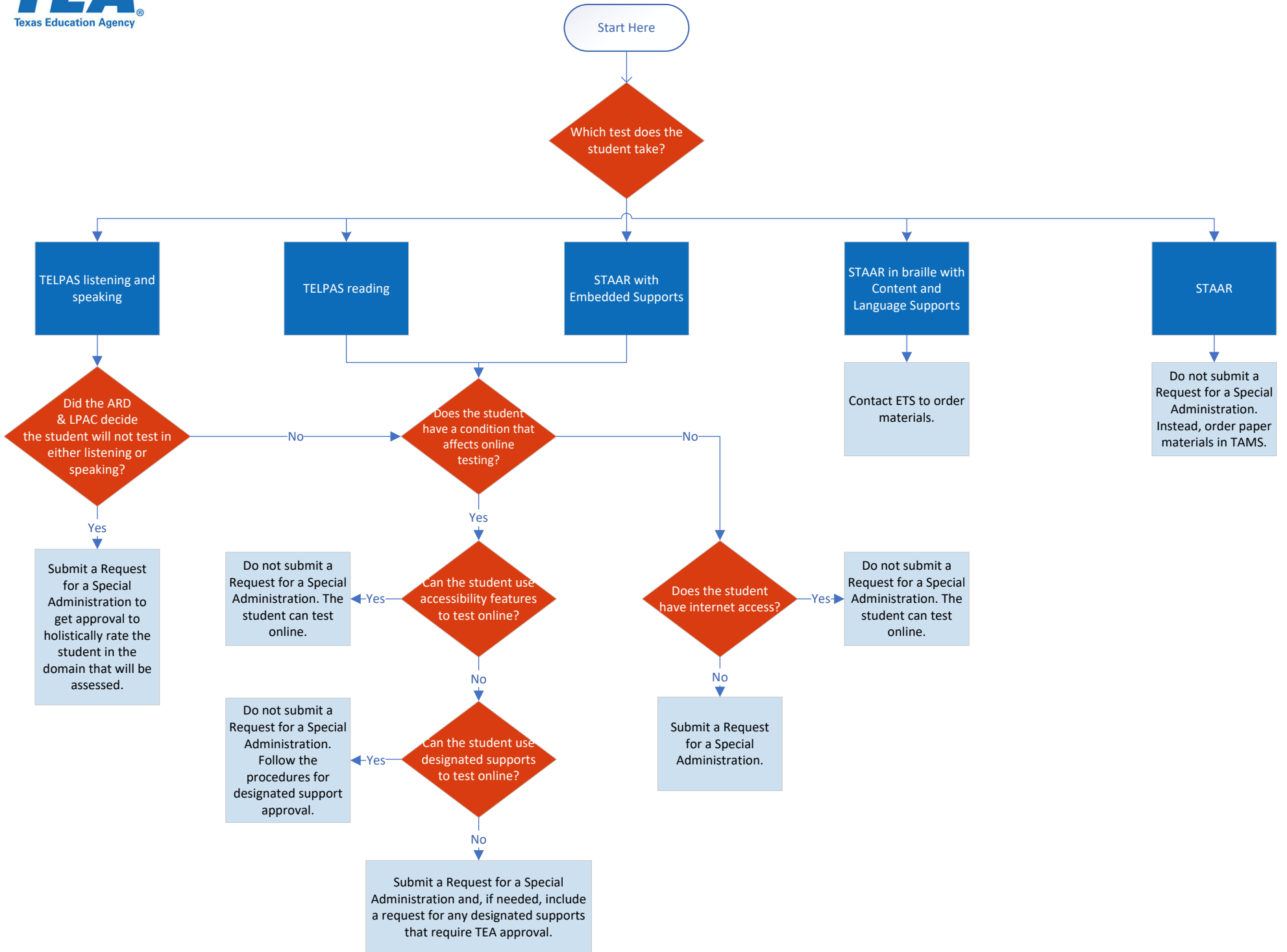


# Special Administration Request Decision Making Flowchart



Title "Special Administration Request Decision Making Flowchart"

Top of chart begins with question: "Which test does the student take?"

If answer to "Which test does the student take" is **TELPAS listening and speaking**, then

1. Did the ARD & LPAC decide the student will not test in either listening or speaking?
2. If "yes" to ARD committee decision, then results is "Submit a request for a special administration to get approval to holistically rate the student in the domain that will be assessed."
3. If "no" to ARD committee decision, then go to step 4.

If answer to "Which test does the student take" is **TELPAS reading or STAAR with Embedded Supports**, then

4. Does the student have a condition that affects online testing?
5. If "no" to student has a condition that affects online testing then "Does the student have internet access?"
6. If "yes" to internet access, then result is "Do not submit a request for a special administration. The student can test online."
7. If "no" to internet access, then result is "Submit a request for a special administration."
8. If "yes" to student has a condition that affects online testing, then "Can the student use accessibility features to test online?"
9. If "yes" to student can use accessibility features, then result is "Do not submit a request for a special administration. The student can test online."
10. If "no" to student can use accessibility features, then "Can the student use designated supports to test online?"
11. If "yes" to student can use designated supports, then "Do not submit a request for a special administration. Follow the procedures for designated support approval."
12. If "no" to student can use designated supports, then "Submit a request for a special administration and, if needed, include a request for any designated supports that require TEA approval."

If answer to "Which test does the student take" is **STAAR in braille with Content and Language Supports**, then

13. Contact ETS to order materials.

If answer to "Which test does the student take" is **STAAR**, then

14. Do not submit a request for a special administration. Instead, order paper materials in TAMS.