District of Columbia Statewide Assessments
Computer-Based Testing Hardship Waiver Application
2015-16 School Year

In 2014-15, 92 percent of all students in the District of Columbia took statewide assessments on computers. In 2015-16, all District of Columbia statewide assessments will be administered on computer, with the exception of paper-based tests required as an accommodation for students with disabilities. Assessments included are:

1. Partnership for Assessment of Readiness for College and Careers (PARCC)
2. DC Science Assessment
3. ACCESS for English language learners (ELLs)
4. DC Alternate Assessments in math and English language arts (NCSC)

To facilitate the successful implementation of computer-based testing across District of Columbia schools, the DC Council has authorized the Office of State Superintendent (OSSE) to allocate the Schools Technology Fund to local education agencies (LEAs). Pursuant to section 10005(c)(3) of the "Revised Revenue Estimate Adjustment Allocation Act of 2013," effective December 24, 2013, (D.C. Law 20-61, D.C. Code § 1-325.251), in fiscal year 2015 and each fiscal year thereafter, OSSE shall distribute any amounts in the fund to LEAs on a per-pupil basis, based on the audited enrollment for the preceding year. LEA allocations for 2015-16 are based on the 2014 enrollment audit and may be used for development and expansion of state of the art technology for innovative learning and educational advancement, including the implementation of Next Generation Assessments.

LEAs that administered PARCC on paper in 2014-15 and are still unable to administer all the above assessments via computer may submit a hardship waiver application (see next page) to OSSE to request students at specified schools be allowed to take the PARCC on paper without an accommodation. This waiver should be an extension of the readiness plans all schools administering PARCC on paper were required to submit in the 2014-15 school year. Before submitting a waiver application, an LEA should consult the PARCC technology specification and capacity planning tool here: http://parcc.pearson.com/technology-setup/.

Hardship waiver applications provided below must be submitted to OSSE.Assessment@dc.gov by December 18, 2015 in order for a waiver application to be considered. OSSE will provide feedback and technical assistance as needed, and issue responses to all waiver requests by January 8, 2016. LEAs applying for a waiver from computer-based testing must demonstrate: (1) how full implementation of computer-based testing presents a significant administrative or educational hardship for the school(s) in identified in the application, and (2) its action plan (including timelines, milestones, and resources) for ensuring full implementation of computer-based testing in all of its schools during the 2016-17 school year.

OSSE will evaluate hardship waiver applications against the enclosed rubric.

1. LEA Name:
2. LEA ID Number:
3. Number of schools/campuses in LEA administering PARCC in 2015-16:
4. Mode of PARCC administration in 2014-15 (indicate one):
   a. Computer
   b. Paper
   c. Both
5. LEA Assessment Specialist:
   a. Name:
   b. Email:
   c. Title:
   d. Phone number:
6. Waiver Requested For:
   a. School(s):
   b. Grade(s):
7. Waiver Reason (indicate as applicable):
   a. Administrative
      i. Insufficient Technology
      ii. Staff/Faculty training and resources
   b. Educational
8. Explain the specific hardship computer-based testing will present for your school(s) in spring 2016, and how the waiver in the indicated schools and grades will address that hardship. Please include specific details (e.g., computer student ratio, facility details) to support your rationale.
9. Please provide the plan your LEA will use to ensure any school(s) listed above will address these challenges and prepare to administer all state assessments on computer in 2016-17. Please include timelines, milestones, and resources (including the School Technology Fund, if applicable) in describing your plan.

District of Columbia Statewide Assessments
Computer-Based Testing Hardship Waiver Application Rubric
2015-16 School Year

	Check if yes
Administration in 2015. Did the LEA not fully test on computers in 2015 (i.e., some paper tests were administered in spring 2015)?	
Completeness. Does the LEA provide sufficient information about the LEA and contact information by fully answering questions 1 - 5?	
Does the LEA identify the school(s) and students for which they are requesting the waiver (grades) in question 6 due to technology-related hardship? Is the request for a general group of students rather than specific students entitled to accommodations?	
Does the LEA indicate the general category for their waiver in question 7?	
Rationale for hardship in 2015-16 school year. Does the LEA provide a clear explanation of why implementing full computer based testing on PARCC would prove an administrative or educational hardship this school year in question 8? Does the explanation refer to specific staff numbers, educational characteristics, or facility/technology challenges that would differentiate this LEA's circumstances from that of other schools that have successfully implemented computer-based testing?	
Action plan for full implementation in 2016-17 school year. Does the LEA provide a clear explanation of how it will transition to computer-based testing next year in question 9 and overcome the challenges in question 8? Does the action plan include specific timelines, milestones, and resources?	

If all boxes are checked "yes", the waiver may be approved.