



Wisconsin Forward Exam Request for Alternative Access or Communication Method Accommodation



The alternative access or communication method accommodation is used in extremely rare instances for a student with communication or mobility issues whose need is documented in an IEP or 504 plan. The student must meet **ALL five criteria** on the Request for Alternative Access or Communication Method Accommodation Form to qualify for the accommodation.

This request must be approved by DPI prior to use during the Wisconsin Forward Exam. DPI staff will review the request and if approved, activate the process.

INSTRUCTIONS:

Please submit requests for accommodation review **at least two weeks prior to the start of the testing**. Questions may be directed to (608) 267-1072.

1. Download and save the form to your device.
2. Complete the form electronically and save.
3. Email saved form to DPI's Office of Educational Accountability at osamail@dpi.wi.gov.

GENERAL INFORMATION

Date of Request:	Grade Level of Student:
District:	School:
Staff Contact Person:	Telephone:
E-mail Address:	Fax:

PROPOSED ACCOMMODATION

Proposed Accommodation for Student:

Without a disability

With a disability on a 504 plan

With a disability on an IEP

English Language Learner (level 1-5)

CRITERIA

All five of the criteria below must be met when considering if the student needs to have the alternative access or communication method accommodation provided in order to access the Forward Exam.

Criteria for Accommodation	YES	NO
1. Does the IEP indicate the student requires an alternative access or communication method (ex. Alternate and Augmented Communication (AAC), alternate keyboard) to be independent in the use of a computer?		
2. Does the lack of an alternative access or communication method prevent student participation in the Forward Exam?		
3. Is the student's inability to access the Forward Exam primarily due to their disability rather than issues that are not related to the disability (e.g., excessive unexcused absences)?		
4. Is the student routinely provided with an alternative access or communication method to access a computer?		
5. Has the student or staff attempted to participate in the Forward Exam Practice Test via the DRC INSIGHT App with the alternative access or communication method unsuccessfully?		

Rationale for the alternative access or communication method accommodation (Please be specific regarding **why** this student needs this particular accommodation in order to access the assessment vs. other approved options.):

	DPI DECISION - For DPI Use Only	
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Approved for use with the Forward Exam.

Approved for use with the Forward Exam **with the following conditions:**

Not Approved for use with the Forward Exam.

Reason:

DPI Authorized Signature:

Date:
