**OSPI Out-of-State Assessment Review Request**

**To request OSPI review an OOS test for use as an OOS waiver, you must provide supporting reasons and documentation. Please fill in the all the fields on pages 1 and 2 of this form, and follow the submission directions at the bottom page 1.**

**Overview:** Out of State (OOS) tests ***are approved based upon evaluation and comparison with the skills and knowledge currently required to earn a diploma in the state of Washington.* OOS tests are *NOT* approved based upon their role or validity in the student’s *former* state of residence.**

**District: **

**District Assessment Coordinator: **

**Requestor Name: **

**Requestor Title: **

**Requestor Email: **

**Requestor Phone #: **

## Instructions for submitting this request:

1. Fill in all fields on Pages 1 and 2 of this document.
2. Send an email graduation.alternatives@k12.wa.us with the Subject: “OOS Assessment Review Request” and **attach the following items**:
3. **This document** (with all fields completed)
4. **All supporting documentation** - *A requestor is required to evaluate that an OOS test is comparable in rigor and content to WA state graduation tests.* Please attach any documents that serve to show the comparability of the OOS test, as well as score information for evaluating performance levels. This information is most likely found through the sending state’s public education website.
5. **Student’s OOS score report** (or transcript/test history report). *DO NOT include any additional information on the student in the email text or other attachments.*
6. OSPI staff will research and move the OOS Score Report with supporting materials forward to a Review Panel who will meet periodically to review requests. The requestor and his/her District Assessment Coordinator will be contacted with the outcome of the review.

## Out of State (OOS) Test Information

**State from which the OOS test originates: **

**Name of OOS test: **

Approval of an OOS tests is based upon that test meeting similar standards in content and rigor to Washington’s current graduation-level tests (ELA Smarter Balanced assessment, Mathematics Smarter Balanced assessment, Algebra 1 EOC, and Geometry EOC).

**OSPI will only review OOS tests if the requestor can provide a description outlining *how* the test is comparable in standards and rigor to Washington state graduation tests.**

* For Math assessments, please include information on how the OOS test is comparable in standards and rigor to either the EOCs (please refer to the [Washington State Learning Standards in math](http://www.k12.wa.us/Mathematics/Standards.aspx)) and/or high school level Math Smarter Balanced assessment (please refer to [Smarter Balanced Mathematics Summative Assessment Blueprint](http://www.smarterbalanced.org/assessments/development/)).
* For ELA assessments, please include information on how the OOS test is comparable in standards and rigor to the high school level ELA Smarter Balanced assessment (please refer to [Smarter Balanced ELA/Literacy Summative Assessment Blueprint](http://www.smarterbalanced.org/assessments/development/)).

**Please provide a description below on why the requested OOS test is comparable in content and rigor to Washington State’s current graduation-level tests in the respective content area.** This must include full website addresses/URLs that contain information on the content standards covered in the requested OOS test and/or references to the supporting documentation attached to the request email. **There is no limit on the amount of text that can be entered into the box below:**

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