



Accessibility & Assessments

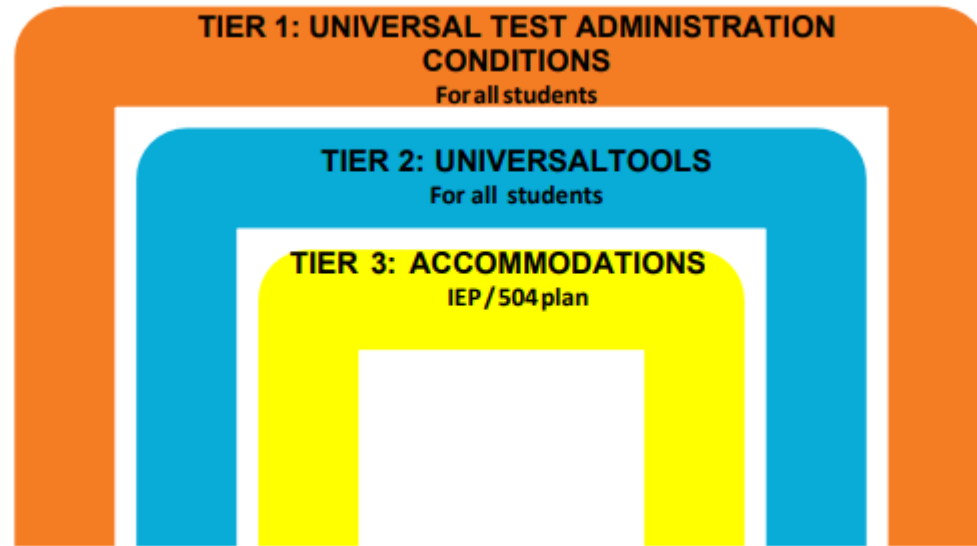
SABIHA KLEPK, ACCOMMODATIONS & ACCESSIBILITY SPECIALIST

Agenda

- Tiered Approach to Accessibility
- Accommodated Forms Requests
- Accommodations Request Process
- ACT Accommodations
- Testing Supports
- Important Dates
- Resources
- Questions

Tiered Approach to Accessibility

Three Tiers of Accessibility



TIER 1: Universal Test Administration Conditions (UTAC)

- **Do not** require an Accommodations Request
- Available to every student
- Vary between subjects and assessments
 - Example: Simplified Scripted Test Administration Directions are permitted on AASA and AzSCI but are **not permissible on AZELLA**
- Found in each assessment's accommodations manual

Examples: Small group/individual administration, Familiar Test Administrator, Glasses, Magnification, Hearing Assistive Technology (If use of Bluetooth is required, please contact ADE)

TIER 2: Universal Tools

- Available to all students taking the ELA, Mathematics, Science, and AZELLA Computer-Based Tests (CBT)
- Availability of tools cannot be turned off
- Tools vary between subjects and assessments
- Do not require an Accommodations Request
- Examples: Change Background and Foreground Color, Magnifier, Answer Masking

TIER 3: Accommodations

- Provisions made in how a student accesses the test and/or demonstrates learning that **do not alter** the validity of the test, construct, score interpretation, reliability, or security of the test.
- Accommodations remove barriers to test taking while maintaining the rigor of the assessment

ACCOMMODATED FORMS REQUESTS

AVAILABLE SPECIAL PAPER VERSION (SPV) FORMS

- Paper
- Large Print (LP) : 18 pt. font on paper sized 14" x 18"
- Braille

AMERICAN SIGN LANGUAGE (ASL)

- ASL Videos for AASA ELA Writing, Math, and AzSCI
- ASL Videos for AZELLA test directions for Grades 2-12
- Closed Captioning of ASL Videos can be turned on and off by students

Achievement Assessments-SPV Requests

For AASA, AzSCI, and ACT Aspire:

- Use [SPV \(Special Paper Version\) Request Form](#) for: Braille, Paper, Large Print
- Select applicable assessments in the SPV Request Form
 - Example: For Grade 5 student, select AASA and AzSCI

AZELLA SPV and Other Accommodated Forms

- Paper
- Braille available for Reassessment (K-12)
- Large Print
- American Sign Language (ASL)
- Submit request via [AZELLA Additional Accommodations Form](#)

Accommodations Request Process

Achievement Assessments- Additional Accommodations Request

- Use [Additional Accommodations Request Form](#) if accommodation is not listed as a Universal Test Administration Condition, Universal Tool, or included as an accommodation for Students with a Disability(SWD) in the Achievement Accessibility Manual
- Requests for American Sign Language (ASL) should be submitted as an Additional Accommodations Request

AZELLA

- One [Request Form for Special Paper Version \(SPV\) and Additional Accommodations](#)
- Valid for the entire school year
 - If SPV or Accommodation is approved for Placement, approval also applies to Reassessment.
- If IEP/504 is updated after approval, please submit updated documentation via the Request Form
- Use Additional Accommodations Request Form if accommodation is not listed as a Universal Test Administration Condition or included as an accommodation for Students with a Disability(SWD) in the AZELLA Accessibility Manual

ACT Aspire

- Grade 9 Only (Cohort 2028)
- Only Submit Requests to [ADE](#) for: Special Paper Version (SPV), Speech-to-text, ASL.
 - Speech-to-text is only available on ACT Aspire, requires Paper Administration
- Request deadline: February 21, 2025
- Although ACT Aspire is timed, a request for Extended Time is not needed for ACT Aspire. Extended Time must be selected in the student's Personal Needs Profile (PNP) in PearsonAccess^{next} before placing the student in a test session.
- Students eligible for Alternate Assessments should not be administered ACT Aspire

Alternate Assessments

- Do not require Additional Accommodations Requests
- If your student is an EL and eligible for Alternate Assessments but does not have an active EL Test History, the Alternate Assessment DTC must email ADE Alternate Assessment to administer the Alt ELPA Screener

ADE Accommodations Request Process

- Review student's IEP/504
- If student requires Assessment Accommodations, review Universal Test Administration Conditions and Universal Tools
- If your student's needs **are not met** by Universal Conditions, Universal Tools or accommodations for SWDs, then please submit an Additional Accommodations Request
- Current IEP/504 with SSID must be included with submission

Submission Of Additional Accommodations Request

1. The District Test Coordinator (DTC) or staff member submits the corresponding Request Form. All submissions are completed on a secure server.
- 2. Please wait to test the student until ADE provides a decision. Testing the student prior to ADE's decision will result in a Test Irregularity.**
3. ADE will review and provide a decision on the request. In some instances, ADE may require additional information. If requested, please submit additional information in a timely manner.

Request Tips

- Decision based on information provided
- Use Additional Information section on request form to include information not captured in the IEP or 504 Plan
- Accommodations differ between assessments. Accommodations selected should be applicable to assessments student participates in.
 - Example: MSAA Accommodations should not be selected for students participating in AASA and AzSCI
 - Do not submit requests for Universal Test Administration Conditions

ACT Accommodations and Sample Tests

ACT Accommodations Process

- ACT Grade 11 (Cohort 2026)
- Requests submitted directly to ACT through the Test Accessibility and Accommodations System (TAA)
- Test Accommodation Coordinator (TAC) ensures [Consent to Release Information to ACT form](#) is signed and kept on file at the school.
- TAC initiates and submits requests
- Provide additional documentation when requested
- ACT Accommodations Webinar: November 13, 2024, recording is available
- Reminder: ACT and ACT Aspire are timed, AASA and AzSCI are untimed

ACT SAMPLE TESTS

- <https://tn.actonline.act.org/client/index.html>
- Username and password are not required
- Click on “Practice Tests” below the sign in button

TestNav
The ACT



Sign In

 Test Audio

 Practice Tests

Testing Supports

Testing Supports in TestNav

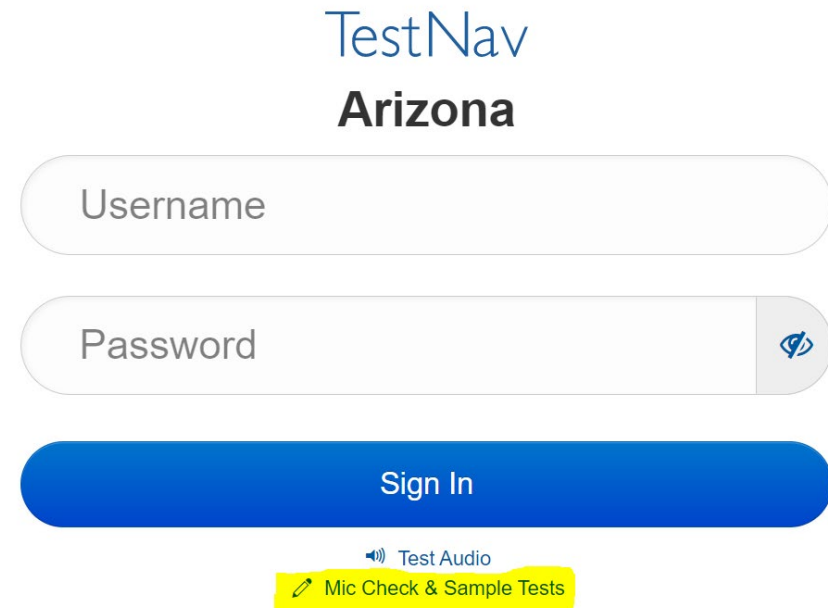
- Sample Tests and Student Readiness Tool (SRT) provide students opportunities to familiarize themselves with Universal Tools and Accessibility Features prior to the assessment
- TestNav Tutorials and SRT provide information on how to navigate the test

STUDENT READINESS TOOL (SRT)

- Available for AZELLA, AASA, AzSCI
- Age appropriate
- Video tutorials for students on Accessibility Tools and Test Supports
- Closed Caption Videos
- Available all year
- Accessed via home.testnav.com

Sample Tests, Tutorials, and SRT

- AASA, AzSCI and AZELLA Sample Tests and Tutorials may be accessed from home.testnav.com
- Select Arizona from the options
- You will be taken to a TestNav Arizona login screen
- Username and password are not required
- Click on Mic Check & Sample Tests underneath the sign in button
- Select Sample Test, Tutorial, or SRT of interest



TestNav
Arizona

Username

Password

Sign In

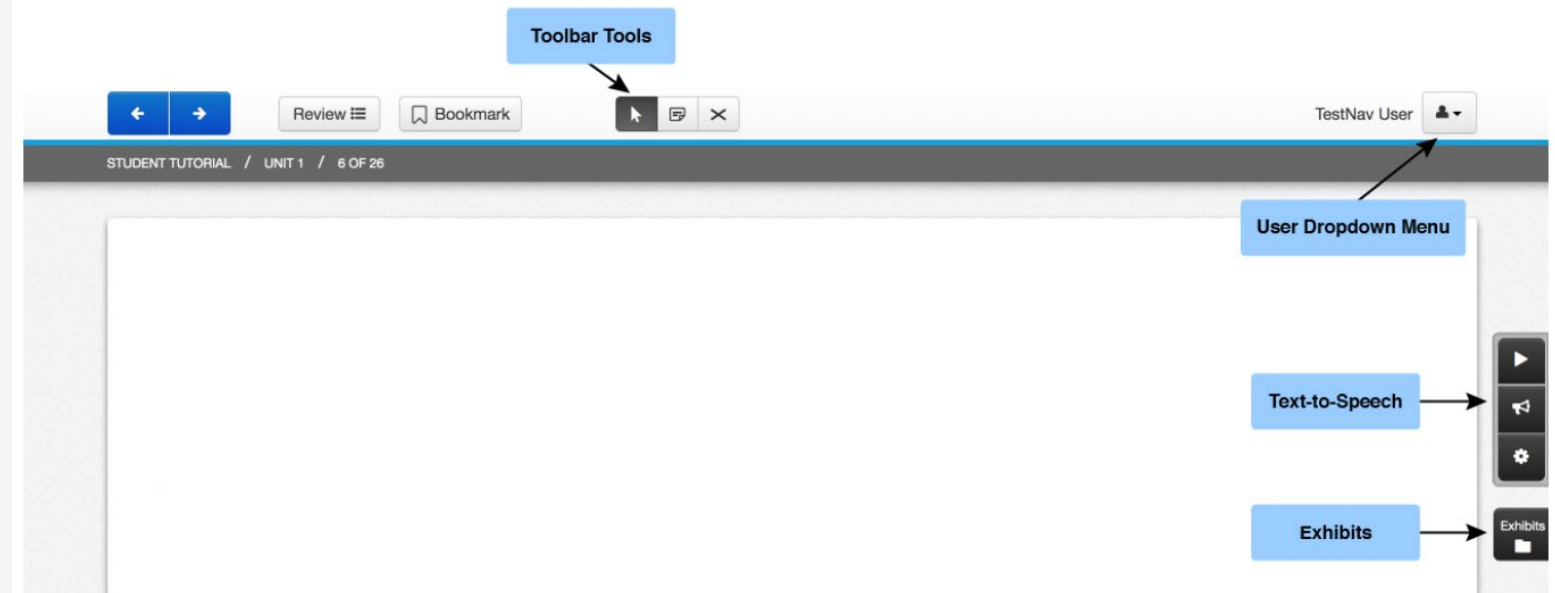
Test Audio

Mic Check & Sample Tests

Sample Toolbar

Using the Tools in the Test

Select tools from the toolbar and from the User dropdown menu. Your test may also have other tools on the right side of your screen.

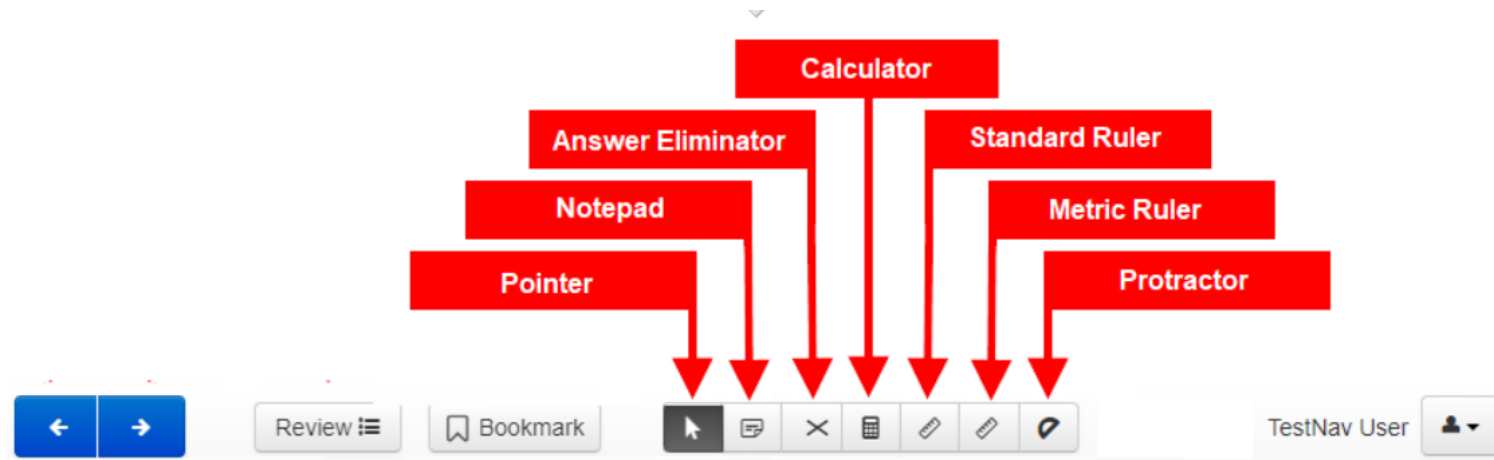


Accessibility Tools in User Dropdown Menu

- Change background and foreground color
- Magnifier
- Line Reader Mask
- Answer Masking

Toolbar Tools

Availability of Toolbar Tools varies between assessments.



Keyboard Navigation Shortcuts

Many item types within TestNav can be interacted with using a keyboard. Keyboard navigation in supported item types uses basic keyboard commands.

Action	Keyboard Shortcut
Move forward	Tab
Move backwards	Shift and Tab
Select buttons	Enter or Spacebar
Navigate and select radio buttons	Arrow up or arrow down
Select and deselect boxes	Spacebar
Increase/Decrease screen size	Ctrl + and Ctrl -

Personal Needs Profile (PNP)

- Test Administrator may select Universal Tools for students prior to testing session in PearsonAccess^{next} (PAN)
- Student can still enable and turn off available features independently in the testing environment
- PNP available for every student

Important Dates

SY 24-25 Accommodations Request Windows

- Achievement (AASA, AzSCI, ACT Aspire) Accommodations Request Window: Open now and closes February 21, 2025
- ACT: Open now and closes February 7, 2025
- AZELLA Reassessment Accommodations Request Window
 - Open now and closes December 13, 2024
- MSAA and Alt ELPA: Do not require Accommodation Requests

ACT Webinars

- Test Administration Training Part 1: November 6, 2024
- Accommodations Webinar: November 13, 2024
- Test Administration Training Part 2: February 19, 2025
- All webinars are recorded
- Registration information was sent to DTCs
- Accommodations Office Hours: Bi-weekly

Resources

Accessibility Resources

[ADE Assessment Homepage](#)

[ADE Assessment Accessibility](#)

[ACT Arizona Website](#)

[ACT Sample Tests](#)

[ACT Test Accessibility and Accommodations \(TAA\) User Guide](#)

[ADE Assistive Technology](#)

[Alt ELPA Sample Tests](#)

[Council of Chief State School Officers \(CCSSO\) Accessibility Manual](#)

[TestNav Sample Tests](#)

[Student Readiness Tool \(SRT\)](#)

Questions?



