

Spring 2013 ELPA Exemption Requests

Exemption requests for the Spring 2013 ELPA can be made beginning on Monday, December 3, 2012. Exemptions are granted only to English Learners whose disabilities prevent them from being meaningfully assessed by one or more sections (Listening, Reading, Writing, or Speaking) of the ELPA.

BAA Secure Site users will need to identify each student for whom a request is being made. Students must be present in the Pre-ID list before the system will accept an exemption request. Users may also need to provide the following information:

- What other state assessments the student has taken or is expected to take;
- A detailed description of the student's impairment;
- The sections for which an exemption is being requested.

Depending on the information provided by the user, further documentation from the student's Individualized Education Program (IEP) may be needed for the BAA to make a determination. Please note that all LEP eligible Kindergarten students are expected to take the Spring ELPA.

Because districts can monitor and view exemption approvals and denials within the BAA Secure Site, no separate communications regarding decisions will be provided. Secure Site users can print individual approvals and denials for record keeping purposes.

Detailed guidance on the Spring 2013 ELPA Exemption Request process can be found in the *BAA Secure Site User Manual*, which is located on the BAA Secure Site home page under "Assessment Documents" once you log in.

Exemption approvals are good only for one year and all requests must be made on an annual basis. **The deadline for requesting an ELPA exemption is February 15, 2013.**

Questions?

Please email us at BAA@michigan.gov or call 877-560-8378 and select option 7.