

Permission to Test in Alternate Environment

As required by the State Board of Elementary and Secondary Education's Test Security Policy in Bulletin 118, permission for testing in environments that differ from the usual classroom setting must be requested in writing at least 30 days prior to testing. This form must be completed and emailed to **assessment@la.gov**. Please note LDOE will not consider exemptions that would create a violation of Bulletin 741 Subsection 913 related to class size.

Maximum number of students in a 3rd grade testing group is 26.

Maximum number of students in a 4th-12th grade testing group is 33.

District: _____

School: _____

Date of Request: _____

Testing Dates: _____

Testing Program: _____

Why must students test outside a usual classroom?

How many students are in the testing group? _____

Where will the students test?

Describe in detail the testing environment.

School Test Coordinator Signature

District Test Coordinator Signature

LDOE USE ONLY: _____ Approve _____ Not Approved