



SUPERINTENDENT OF PUBLIC INSTRUCTION

Randy I. Dorn Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · <http://www.k12.wa.us>

December 15, 2015

() Action Required

(X) Informational

MEMORANDUM NO.074-15M ASSESSMENT & STUDENT INFORMATION

TO: Educational Service District Superintendents
Educational Service District Assistant Superintendents
School District Superintendents
School District Assessment Coordinators
School District Special Education Directors
School Building Principals
School Building Counselors

FROM: Randy I. Dorn, State Superintendent of Public Instruction

RE: Expansion of Out-of-State Waiver Graduation Alternative

CONTACT: Michael Middleton, Director of Special Populations and Business Enterprises
360-725-6434, michael.middleton@k12.wa.us

The purpose of this memorandum is to provide information about the expansion of the Out-of-State (OOS) Waiver graduation alternative to include waiver opportunities for students receiving special education services who have met another state's comparable performance level to Washington's Certificate of Individual Achievement (CIA) cut score (previously referred to as Basic/L2).

To be eligible to use the OOS waiver in the intended expanded format, a student must meet the criteria outlined in [WAC 392-501-510](#), be receiving special education services and have met or exceeded another state's comparable performance level to Washington's CIA cut score as it applies to the other state's eligible accountability or exit exam assessments, or have met, or exceeded the CIA cut score set by Washington on a common assessment, currently, the Smarter Balanced assessments in English language arts and math. Once a school or district has determined that a student is eligible, they will follow the steps outlined in the following paragraph to submit an expanded OOS waiver request. If approved, the student will receive a waiver from the assessment graduation requirement for the applicable content area(s). NOTE: A waiver does not grant a Certificate of Academic Achievement (CAA) or Certificate of Individual Achievement (CIA), but rather removes the CAA/CIA requirement for earning a diploma.

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How to Submit

The decision to expand the OOS Waiver graduation alternative occurred after the Graduation Alternatives application launched. As a result, the submission process will be a hard-copy and fax procedure for the 2015–16 academic year. OSPI will incorporate the full scope of the OOS waiver process into the online system for next school year.

1. School and/or district staff will download the [Expanded OOS Waiver request](http://www.k12.wa.us/assessment/GraduationAlternatives/TransferWaiver.aspx) from OSPI's website (<http://www.k12.wa.us/assessment/GraduationAlternatives/TransferWaiver.aspx>).
2. Follow the instructions listed on the request.
3. Fax the form with relevant score reports to the Graduation Alternatives team at 360-725-0424.

Once received, the Graduation Alternatives team will review the request, validate the information, and communicate the request's status to the District Assessment Coordinator. If approved, the waiver status will be reflected in the CAA/CIA database directly, but will not be reflected in the Graduation Alternatives system.

District and school personnel are encouraged to submit requests with ample time to process before the date results are desired to be reflected in the CAA/CIA database. District and school personnel should allow 10 business days for OSPI to review submissions of Expanded OOS waiver requests.

Updates to the CAA/CIA database with waiver statuses will occur at scheduled times throughout the school year. Expected updates to the CAA/CIA database should occur on:

- December 11, 2015
- January 4, 2016
- February 12, 2016
- March 18, 2016
- April 22, 2016
- May 20, 2016

If you have any questions regarding this memorandum, please contact the Graduation Alternatives team at 360-725-6393 or graduation.alternatives@k12.wa.us; the agency TTY number is 360-664-3631.

K–12 EDUCATION

Gil Mendoza, Ed.D.
Deputy Superintendent

ASSESSMENT AND STUDENT INFORMATION

Robin Munson, Ph.D.
Assistant Superintendent

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Michael Middleton

Director of Special Populations and Business Enterprises

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