

Administering Examinations to Students with Disabilities

Individual Education Program (IEP) plans or 504 Plans are agreements between teachers, parents, school administrators, related services personnel, and students (when appropriate) to plan for improving the educational results of children with disabilities. Many students with disabilities require testing accommodations in order to participate in testing programs on an equal basis with their nondisabled peers. Testing accommodations allow students to demonstrate mastery of skills and attainment of knowledge without being limited or unfairly restricted due to the effects of a disability.

PLTW is committed to serving students with disabilities by providing reasonable accommodations appropriate to the student's diagnosis. These accommodations are limited to:

- extending the testing time limit,
- administering the examination in a special location,
- recording the student's answers in any manner, and
- reading the test to the student.

Eligibility for these accommodations are based on the specifications of the student's IEP or 504 Plan.

PLTW recommends that PLTW teachers be included in the design of student Individual Education Program plans and 504 Plans because of their knowledge of the PLTW hands-on, project-based curriculum. In addition, PLTW Secondary and Postsecondary Assessments are delivered via a computer through secure internet connections. Testing accommodations should be designed with these conditions in mind.

Extending Testing Time

The PLTW Prometric Internet-Based Testing platform allows teachers to extend the testing time for individual students. This is available through the Proctor Menu under the Adjust Test Event Time Remaining function. Test time can be modified during an exam and, after an exam has been completed.

Test Readers and Different Testing Conditions

The PLTW Performance Assessments are designed to be delivered 100% online, in a secure testing environment. PLTW will authorize additional school-designated personnel to proctor its assessments. These individuals can serve as readers and can proctor the examinations in locations and situations where the PLTW instructor is unavailable.

When the test questions are to be read, the entire test must be read in a neutral manner, without intonation or emphasis. Attention should not be drawn to key words or phrases. Questions and passages must be read word for word without any clarification or explanation. Multiple readings of a question or passage are allowed.

PLTW prefers that the examination be read from the PLTW Prometric testing platform. Readers can assist students to enter their responses via the keyboard. In cases where this is not possible, schools can request that PLTW consider providing print copies of PLTW Performance Assessments.

Print Copies of PLTW Performance Assessments

PLTW will provide print copies of its assessments to designated school personnel (i.e. supervising principal, special education coordinator, 504 coordinator, student's counselor, etc), when requested in writing on school letterhead and as consistent with the specifications of the student's IEP or 504 Plan. If

possible, these requests should be received by PLTW three weeks before the examination date. Requests should be sent to:

Project Lead The Way, Inc.
Attention: Assessment and Evaluation
747 Pierce Road
Clifton Park, NY 12065

Large Type and Braille Examinations

Subject to the requirements for obtaining print copies of the PLTW Performance Assessments, PLTW schools may be authorized to convert the PLTW Performance Assessments into large-type or Braille examinations, at the school's expense. The questions on these examinations are the same as those on the printed examinations with certain exceptions. Students may answer the questions in any manner that is familiar to them and appropriate.

Questions that contain material that cannot be reproduced in a manner understandable to a visually-impaired student can be modified. Questions that need rewording or replacing must measure the same skill or knowledge as the original question. PLTW is available to assist schools with these questions, given adequate lead time.