TELPAS
Texas English Language Proficiency Assessment System

Paper Administrations of TELPAS Reading and STAAR L Tests

STAAR L
State of Texas Assessments of Academic Readiness
L Version

TELPAS reading and STAAR L tests are administered as online testing programs. In unavoidable rare circumstances, such as those described below, a student may be authorized by TEA to take a paper version of one or more of these assessments. Rare circumstances that may require a student to test on paper include:

Unavailable Accommodations
A student may need a testing accommodation that is not possible to provide in an online setting. For information regarding testing accommodations, refer to the Accommodation Resources page at http://www.tea.state.tx.us/student.assessment/accommodations .

Technology Access Precluded
If students are in a rare situation in which computers or technology are lacking, such as may occur on occasion with homebound students, JJAEPs, jails, or detention centers, every effort should be made to remedy the situation and administer the tests online. If it is not possible to remedy the situation, the individual responsible for coordinating testing for the facility where students will test will need to submit a request for paper materials.

Instructions for Requesting Paper Materials

To request a paper version of a TELPAS or STAAR L assessment, the form on the following page should be submitted to ELL.tests@tea.state.tx.us. As an option, districts may submit TELPAS reading and STAAR L requests at the same time using one request form. All requests **must be received at least 2 weeks before testing** in order to process the request and ship the materials. Requests based on lack of familiarity with online testing will not be granted. Supplemental instructions for coordinators and test administrators will be included in the shipment of test booklets. Additional supplements may be requested on the next page.

During a paper administration of STAAR L, the accommodation of clarification in English of word meaning is provided by the test administrator. An English Clarification Guide (ECG), which contains instructions and a secure list of the words in each test item that are not eligible for clarification, is provided with each shipment of STAAR L booklets. ECGs are for test administrator use only and must not be distributed to students. ECGs are provided as follows: 1 ECG per order of 1 to 4 booklets; 2 ECGs per each 5 booklets ordered. Additional ECGs may be requested if needed using the form on the next page.

If technical difficulties arise during a TELPAS or STAAR L administration, districts should first contact Pearson at 800-627-0225 to attempt to resolve the issue. If the issue cannot be resolved, Pearson will contact TEA. Upon approval of a paper administration, TEA will notify the district coordinator and place the order for paper materials.

Request for Paper Administration of 2013 TELPAS Reading and/or STAAR L Tests

Submit by E-mail | Print Form

Date

District/Facility Name | Campus Name

CDC # | Contact Name | Contact Phone

1. Indicate the reason(s) you are requesting paper materials.

☐ **Unavailable Accommodation(s) in Online Administration**

A separate request form must be submitted for each student. Do not include the student's name or any other identifying information.

Describe the student's special circumstances that prevent online testing.

Explain how the student routinely accesses technology during the school day and why this method is not appropriate for online testing.

Indicate any Type 3 accommodation being requested and explain how the student meets the eligibility criteria for the accommodation.

☐ **Technology Access Precluded**

Paper requests may be submitted for rare situations in which technology is lacking and the situation cannot be remedied.

Testing Situation

Explain why technology is lacking. What arrangements are being made to remedy the situation so that online testing can occur during the next administration?

2. Indicate the number of materials requested for each test.

TELPAS	2	3	4–5	6–7	8–9	10–12	Add'l Paper Supplements
Paper Test							
Large Print Test							N/A

STAAR L	3 Math	4 Math	5 Math	5 Science	6 Math	7 Math	8 Math	8 Science & Soc. St.	Add'l Paper Supplements
Paper Test									
Large Print Test									N/A
Additional ECG(s)*									N/A

STAAR L	Alg. I	Alg. II	Geometry	Biology	Chemistry	Physics	World G.	World H.	U.S History	Add'l Paper Supplements
Paper Test										
Large Print Test										N/A
Additional ECG(s)*										N/A

**See previous page for information on the quantities of ECG(s) provided with each shipment.*