



Application for an HSGQE Waiver Due to a Rare and Unusual Circumstance

State of Alaska regulation 4 AAC 06.772 and .774 allow a student to request a waiver from passing the High School Graduation Qualifying Examination (HSGQE) if the student suffers a rare and unusual circumstance beyond the control of the student, the student's parents, and the school, and the circumstance is such that no other recourse or remedy exists to address the circumstance before the student's year of intended graduation.

Complete all items and attach supporting documentation to ensure consideration of this waiver request by the regional school board.

Current School District	
Student's Name	
Student Ten Digit State ID Number	
Student's Grade Level	
Year of Intended Graduation	
Number of semesters remaining (not to exceed 2)	
Name of Current School	
Type of waiver and required documentation:	Select (✓)
Death of the student's parent if the death occurred within the last semester of the student's year of intended graduation. The parent must be a biological parent or legal guardian only. Required documentation: <i>Provide documentation indicating the date of the death and that the parent was the natural parent or legal guardian</i>	<input type="checkbox"/>
A serious or sudden illness that prevents the student from taking the HSGQE, if the illness occurred within the last semester of the student's year of intended graduation. Required documentation: <i>Affidavit or certification from the student's treating, licensed medical professional. The licensed professional must state the diagnosed medical condition prevented the student from taking the HSGQE and was beyond the control of the student or the student's parents.</i>	<input type="checkbox"/>
A serious physical injury that prevents the student from taking the HSGQE, if the injury occurred within the last semester of the student's year of intended graduation. Required documentation: <i>Affidavit or certification from the student's treating, licensed medical professional. The licensed professional must state the diagnosed medical condition prevented the student from taking the HSGQE and was beyond the control of the student or the student's parents.</i>	<input type="checkbox"/>
A disability arising in the student's high school career and the disability arises too late to develop meaningful and valid assessments. The waiver is consistent with the student's IEP team recommendations and the principal and superintendent support the waiver request. Required documentation: <i>Documentation must be provided from the student's IEP team that verifies the date on which the disability was determined, information describing why no meaningful or valid alternative assessment could be used, and documentation of support from the school principal and district superintendent.</i>	<input type="checkbox"/>

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Type of waiver and required documentation (continued):	Select (✓)
<p>A significant and uncorrectable system error has occurred, limited to:</p> <p>Completed test materials lost in transit after exam was administered. Required documentation: <i>Provide documentation that verifies that the district mailed the materials, including documentation from the U.S. Postal Service, or from the carrier used to transport the exam materials;</i></p> <p>The student's school or district failed to administer the exam during the student's senior year. Required documentation: <i>No documentation required of the student-applicant; the school district can verify this information;</i></p>	<input type="checkbox"/> <input type="checkbox"/>
<p>Unable to participate in the regular HSGQE due to a disability. This waiver does not exempt the student from passing the exam but from taking the regular HSGQE the student's sophomore year. The student or the student's parent must file a Request for Permission (form #05-05-020) before October 31, of sophomore year or the year in which the student is first enrolled in the state to the local governing body. If the student is granted permission from taking the regular HSGQE, the IEP or 504 team must then apply for an alternative assessment program: modified HSGQE or nonstandardized HSGQE. If approval is granted for the Request for Permission and one alternative assessment program, the student or student's parent may apply and submit this waiver in the final semester of the student's year of intended graduation. Required documentation: <i>Granted Request for Permission with all attached evidence, copy of the approved alternative assessment application which was completed by the IEP/504 team and signed by the Department, evidence of proficiency on the alternative assessment (modified or nonstandardized) and any other information required in the Participation Guidelines.</i></p>	<input type="checkbox"/>

FOR SCHOOL BOARD USE ONLY

Waiver is: _____ Approved: _____ Denied: _____

(state reason)

Signature of Regional School Board authority

Date

The governing body's decision approving or denying the request for a waiver must be in writing and shall be delivered by registered mail. The governing body shall also provide a copy of the decision to the department. The governing body shall state the reason for its decision in the written decision. In the event that a local school board denies a student's waiver from passing the High School Graduation Qualifying Exam, the student may appeal the denial to the Department of Education & Early Development under 4 AAC 06.780.