



**Delaware System of Student Assessments (DeSSA)
Exemption Policy 2022-2023**

What are Exemptions for DeSSA Assessments?
<ul style="list-style-type: none"> • Provide the district or charter with an opportunity to request a student not be included for state assessment testing and therefore, not be included in the participation rate. • Allow students to be excluded from specific assessments and content areas.
What is a valid exemption?
<ul style="list-style-type: none"> • Any student who is enrolled in a private or in-state treatment facility that cannot provide testing. • Any student who is enrolled in an out-of-state facility. • Any student who is incarcerated in an adult prison. • Any student with a medical exemption unable to test before the end of the window. • Any student who has a logistical or technical reason and was unable to test. Examples: Student is at an alternate location without trained test administrators; vendor-related issue keeps the student from testing before the end of the testing window. • Any student enrolled in the last two calendar weeks of the test window. • Homebound Alt students because paper/pencil is not available.
When and how are exemptions submitted?
<ul style="list-style-type: none"> • All forms are available in LEA-specific folders in Schoology • Passwords for the Schoology folders will be distributed to DTCs via KACE • Use the DOE approved exemption forms to submit exemptions • Submit all exemptions by identified due dates • DTCs are responsible for completing the exemption forms • Medical exemptions must include an assurance by the DTC that documentation is on file •
What reasons are exemptions not approved?
<ul style="list-style-type: none"> • Missing an identified reason • Absence/Truancy • Medical condition without an assurance of medical documentation • Student is registered for the wrong assessment • First-year MLL exempt request for other content areas than ELA (e.g., math, essay, science, and social studies) • Parent opt-out • Incorrect information provided • Student is enrolled in a virtual academy

2022-2023 Exemption Calendar

Task	Open Date	Due Date
DTC Steering Committee Exemption Process Review	1/11/23	1/11/23
Exemption passwords sent to District Test Coordinators via Help Desk Ticket. (District Test Coordinators will have two days to open the exemption spreadsheet in the exemption folder in Schoology and give a confirmation response via Help Desk Ticket)	3/1/23	3/3/23
Exemption spreadsheet opens for ACCESS	3/3/23	4/30/23
Exemption spreadsheet opens for SAT/PSAT10	4/5/23	4/30/23
Exemption spreadsheet opens for ELA/MATH/SCI/SS/ALT	5/11/23	5/31/23
Late Entry Exemptions	5/31/23	6/2/23 by 4pm
Exemption files sent for processing	6/5/23	6/9/23