

Louisiana Believes

**End-of-Course Tests**  
Course Grade Policy Waiver

December 2013 Administration

## **End-of-Course Tests**

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Bulletin 741, *Louisiana Handbook for School Administrators*, mandates that End-of- Course (EOC) assessment scores must be factored into a student's final course grade.

English language arts and math EOC assessments are aligned to the content of the Common Core State Standards. Results reporting for the December 2–18, 2013 administration of English language arts and math EOC assessments will be delayed by 4–6 weeks, which may impact final grade calculations and reporting for English language arts and math EOC courses. Therefore, BESE has approved a waiver process whereby districts may submit a request to waive the requirement that the EOC score be calculated into the final grade for the course. Results reporting for the spring and summer administrations will not be delayed, so the waiver will not apply to those administrations of the EOC.

Waiver requests must adhere to the following guidelines:

- Districts may only submit waiver requests to the LDOE after the test administration window closes on December 18, 2013.
- The waiver may only be applied to the December 2013 administration of the English language arts and mathematics EOC tests.
- The waiver may only apply to a specified student or group of students affected by an extenuating circumstance (e.g., impact on graduation or course progression).

### **Instructions for Submitting District Applications**

1. Complete the application and attachment. Applications will not be processed without the attached district/school spreadsheet.
2. Obtain the district superintendent's signature.
3. Submit the application form and attachment for students/schools in the district.

#### **Mail applications packets to**

Louisiana Department of Education  
Office of Assessments  
ATTENTION: Susan Kahn  
P.O. Box 94064  
Baton Rouge, LA 70804-9064

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### Frequently Asked Questions

#### What requirements must a student meet to be considered for an end-of-course (EOC) grade waiver?

- Student must have completed all three sessions of one of the following EOC tests during the December 2013 administration
  - Algebra I
  - Geometry
  - English II
  - English III

#### Who can apply for the waiver?

- A waiver can only be submitted by the district and must be signed by the district superintendent.

#### What does the waiver allow?

- It waives the requirement that the End-of-Course test result be calculated into the student's final grade for the course.

#### May we also request a waiver for graduation requirements?

No, students must still meet the graduation requirement of passing 3 out of the 6 EOCs (1 each in ELA and math and either U.S. History or biology).

#### When can a waiver be submitted to the LDOE?

- Waivers can be submitted any time after **December 18, 2013**. All waiver requests must be submitted to LDOE before EOC results are released on January 22, 2014.

#### When will the LDOE provide districts with an approval or denial?

LDOE will review all requests in the order in which they are received.

- **Waivers received by December 20, 2013** will be processed and returned prior to December 30, 2013.
- **Waivers received after December 20, 2013** will be processed and returned before EOC results are released on January 22, 2014.