

Provo City School District

Policy Series: 4000 Curriculum, Instruction, and Assessment



4400 P2

Assessment and State Testing

Participation of Home School, Scholarship, and Private School Students in Statewide Assessments

Utah State Code and USBE Rule requires all public-school districts to provide opportunities for Utah students, regardless of their status as home school students, private school students, or scholarship students, to participate in state-mandated assessments if their parents desire. Since state-mandated testing requires personal student information to be used, all private and home school and scholarship student data must be registered into the District's Student Information System (SIS) in order to generate the state-mandated assessments.

Home School Student Participation

Home school students who are Utah residents may participate in statewide assessments in the district when convenient to the student's circumstances and subject to the following requirements:

1. The student must have satisfied the home school requirements set forth [Utah Code § 53G-6-204](#).
2. The home school student must pay charges or fees for the testing on the same basis that students enrolled in the school must pay charges or fees.
3. The district shall determine in which school(s) qualifying home school students will take statewide assessments.
4. The district may require parent or adult participation in administration of statewide assessments on behalf of home school students, as appropriate.

Upon request of a home school student or the student's parent or guardian, the district shall provide a copy of the schedule of statewide assessment dates, the locations at which home school students may be tested, and the district's policies relating to home school student participation in statewide assessments. Home school students who desire to participate in a particular statewide assessment must make the request to the Director of Research and Assessment at least 60 days before the test date. The district shall respond in writing to the request at least 15 days following the receipt of the request. Where the request to participate is approved, the district shall provide written notice to the home school student and their parent or guardian of testing rules, including required identification and proof of residency for adults and students and implements or materials that the home school student may or may not bring or use for the test.

Scholarship Student Participation

A “scholarship student” is a student who receives a scholarship under the Utah Fits All Scholarship Program or the Special Needs Opportunity Scholarship Program.

An “eligible school” is a school that has been approved for participation in the Utah Fits All Scholarship Program.

A “qualifying school” is a school that participates in the Special Needs Opportunity Scholarship Program.

Scholarship students who are not enrolled in an eligible school or qualifying school may be allowed by the district to participate in statewide assessments administered in the District subject to the following conditions:

1. The student must pay, in advance, the full cost to the district of administering the testing. These testing costs include costs for materials, scoring, reporting, and State-related costs.
2. The district shall determine in which school(s) scholarship students may take statewide assessments.
3. The district shall determine the limits, if any, of numbers of scholarship students that can be accommodated by the school.

Upon request of a scholarship student or the student’s parents, the district shall provide a copy of the schedule of statewide assessment dates, the locations at which scholarship students may be tested, and the district’s policies relating to scholarship student participation in statewide assessments. A scholarship student desiring to participate in a particular statewide assessment must make the request in writing at least 60 days before the test date. The district shall respond in writing to the request at least 15 days following the receipt of the request. Where the request to participate is approved, the district shall provide written notice to the student of testing rules, including required identification and proof of residency and implements or materials that the student may or may not bring or use for the test.

Test results for scholarship students shall not be provided to any person or entity other than the student, the student’s parent, and the scholarship program manager. However, if the student is partially enrolled in a public school, the results may also be provided to the public school where the student is partially enrolled.

Scholarship students enrolled in an eligible school or qualifying school may be allowed by the district to participate in statewide assessments administered in the District subject to the following conditions:

1. The scholarship student's school must request permission from the district on behalf of the student to participate.
2. The student or school must pay, in advance, the full cost to the district of administering the testing. These testing costs include costs for materials, scoring, reporting, and State-related costs.
3. The district shall determine in which school(s) scholarship students may take statewide assessments.
4. The district shall determine the limits, if any, of numbers of scholarship students that can be accommodated by the school.
5. The district may require the eligible school or qualifying school to provide administrators to participate in monitoring or proctoring tests, as appropriate.

Upon request of an eligible school or qualifying school to whose students the district is administering assessments, the District shall provide the school a copy of the schedule of statewide assessment dates, the locations at which scholarship students may be tested, and the district's policies relating to scholarship student participation in statewide assessments. Eligible schools or qualifying schools which desire to have their students participate in a particular statewide assessment must make the request in writing at least 60 days before the test date. The district shall respond in writing to the request at least 15 days following the receipt of the request. Where the request to participate is approved, the district shall provide written notice to the school of testing rules, including required identification and proof of residency for staff and students and implements or materials that the school staff or student may or may not bring or use for the test.

Test results for scholarship students enrolled in an eligible school or qualifying school shall not be provided to any person or entity other than the student, the student's parent, the eligible or qualifying school, and the scholarship program manager. However, if the student is partially enrolled in a public school, the results may also be provided to the public school where the student is partially enrolled.

Private School Participation

Private school students who are Utah residents may be allowed by the district to participate in statewide assessments administered in the district subject to the following conditions:

1. The private school student's school must request permission from the district on behalf of the student to participate.
2. The student or private school must pay, in advance, the full cost to the district of administering the testing. These testing costs include costs for materials, scoring, reporting, and State-related costs.

3. The district shall determine in which school(s) private school students may take statewide assessments.
4. The district shall determine the limits, if any, of numbers of non-public school students that can be accommodated by the school.
5. The district may require the participating private school to provide administrators to participate in monitoring or proctoring tests, as appropriate.

Upon request of a private school to whose students the district is administering assessments, the district shall provide the private school a copy of the schedule of statewide assessment dates, the locations at which private school students may be tested, and the district's policies relating to private school student participation in statewide assessments. Private schools which desire to have their students participate in a particular statewide assessment must make the request in writing at least 60 days before the test date. The district shall respond in writing to the request at least 15 days following the receipt of the request. Where the request to participate is approved, the district shall provide written notice to the private school of testing rules, including required identification and proof of residency for staff and students and implements or materials that the private school or student may or may not bring or use for the test.

Private school students who are not Utah residents may participate in statewide assessments only upon payment, in advance, of the full cost of the individual assessments.

Test results for private school students shall not be provided to any person or entity other than the student, the student's parent, and the private school. However, if the student is partially enrolled in a public school, the results may also be provided to the public school where the student is partially enrolled.

Note for Students with an IEP or 504 Accommodations

In the event a private school or scholarship student has an IEP or 504 Accommodation Plan in place requiring special testing accommodations, it is the responsibility of the private school or parent to indicate such with the initial request. Provo City School District's Research and Assessment Director shall review the requested accommodation(s) and determine the costs and feasibility of the request. It is to be noted that accommodations for national tests such as the Aspire Plus or ACT are determined by the assessment organizations and will be communicated to the parents and/or private school prior to the assessment date.

Legal References

[Utah Code 53G-6-803](#)

[Utah Administrative Code Rule 277-404](#)

[Utah Administrative Rule R277-604-4 \(Dec. 11, 2023\)](#)

[Utah Administrative Rule R277-604-2\(5\) Dec. 11, 2023\)](#)

[Utah Code §53E-7-401\(13\) \(2023\)](#)

[Utah Code §53F-6-401\(12\) \(2023\)](#)

[Utah Administrative Rule R277-604-2\(1\) \(Dec. 11, 2023\)](#)

[Utah Administrative Rule R277-604-2\(4\) \(Dec. 11, 2023\)](#)

[Utah Code § 53E-7-401-\(8\)\(2023\)](#)

[Utah Administrative Rule R277-604-6 \(Dec. 11, 2023\)](#)

[Utah Administrative Rule R277-604-6\(4\)\(c\).\(5\) Dec. 11, 2023\)](#)

[Utah Administrative Rule R277-604-3 \(May 26, 2020\)](#)

[Utah Administrative Rule R277-604-3 \(Dec. 11, 2023\)](#)

[Utah Administrative Rule R277-604-3\(4\)\(e\).\(5\) \(Dec. 11, 2023\)](#)

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