



## Guidelines for Including All Students in MontCAS Assessments

1. Student takes the general CRT, Smarter, Grade 11 ACT, or ELP (English Language Proficiency) tests with no accommodations.
2. Student takes the general CRT, Grade 11 ACT, Smarter, or ELP (English Language Proficiency) assessments with the use of accommodations;
  - For more information on accommodations for each of the above assessments, please consult the MontCAS webpage accommodations section for each assessment.

3. Student takes a MontCAS alternate assessment

The decisions as to whether a student with disabilities will participate in the regular or the alternate assessment and what accommodations, if any, are to be provided to the student must be documented in the student's IEP prior to administering assessments. Eligibility requirements for the three MontCAS alternate assessments are located online:

<http://opi.mt.gov/pdf/Assessment/SMART/16EligibilityGuidelinesMontCASAlt.pdf>

### MontCAS Alternate Assessments

- Science CRT: **Science CRT-Alternate**
- Smarter ELA and Math and ACT ELA and Math: **MSAA**
- ELP: **Alternate for English Language Learners**
- **Alternate Assessment Registration**
  - **MSAA and CRT-ALT Directions**
    - Mark eligible students in the Alternate Assessment checkbox under the Statewide Assessments editor of the student's current locked IEP in your AIM system.
    - If you do not mark this box, and a new IEP has not been written, you will need to create an amendment on the current locked IEP in the AIM system and check the Alternate Assessment box.
      - Please make sure your student's current IEP is locked in the AIM system as OPI is unable to extract the Statewide Assessments information on IEPs and/or amendments that are unlocked.
    - If you have questions about the Alternate Assessment Box, please contact Mary Graff [mgraff@mt.gov](mailto:mgraff@mt.gov) 406-444-0685
  - **MSAA Only:** Once the steps above are complete, the student(s) is registered for the MSAA.
  - **CRT-Alt Only:** In addition to marking eligible students in the Alternate Assessment checkbox, students must be registered online with Measured Progress at the following link: <http://iservices.measuredprogress.org/> Online registration windows are:
    - **October 3 - December 2, 2016:** For students currently enrolled
    - **January 2 - January 13, 2017:** For students who enroll in your school after December 2, 2016
    - **After January 13, 2017:** For students who enroll in your school after December 1, 2016, please contact OPI.