

## APPENDIX B SCHOOL DISTRICT SAMPLE PARENT-FAMILY FORM

**Updated August 2025** 

## Request for Medical Exemption from State Assessments [DISTRICT NAME] PARENT/GUARDIAN FORM

In Montana, state law and accreditation rules require all students to participate in the Board-approved grades and content specific state assessments. The Montana Office of Public Instruction (OPI) recognizes there may be circumstances beyond the school district's control when a student cannot be assessed at any time during the testing window due to a significant medical emergency (e.g., a student is hospitalized due to an accident). In rare occasions where a student is unable to participate in the assessments, the school must document these circumstances according to the OPI participation policies and report them in the MontCAS Application.

Note: This form is intended to assist school districts with the documentation for these qualifying medical reasons locally.

**District Directions:** Provide this form to the parent/guardian to record the medical reason for non-participation. Once signed, retain a copy for the student's records. Do not send this form to the OPI. School districts are encouraged to retain the documentation locally for a period of three years as the OPI reserves the right to audit districts to ensure compliance with the requirement to retain signed copies of all applicable forms for up to three years. Non-participation due to a medical reason must be determined between the family, medical provider, and the school district.

Student Information							
Last Name:	Fir	First Name:			Middle Initial:		
I understand that this means for my child for the exempted By signing this request, I ack	d assessment(s).	o test scores o	r partial test scores, de	pendi	ng on c	ircums	stances
I was involved in the decision for the district to seek an exemption for my child from the state assessment(s).					Yes		No
My child agrees with this request.					Yes		No
I am granting permission for the school to discuss the reason for medical exemption with the OPI.					Yes		No
Printed Name of Parent/Gua	ardian:						
Signature of Parent/Guardia	an:						
Date:							