



**MontCAS** Montana Comprehensive Assessment System  
Montana Office of Public Instruction

## APPENDIX H

### Special Circumstances for Test Registration and Participation

#### General Guideline for Student Participation:

If the student is enrolled in an accredited school in EDUCATE (IC) with a primary enrollment and also included in MAEFAIRS for purposes of determining the Average Number Belonging (ANB), then the OPI expects the student to participate in state assessments.

Special Circumstance	Test Registration and Participation Explanation
<b>English Learner Students</b>	English Learners are only exempted from reading/language arts portion of the challenging academic content subject assessments if the child is enrolled within a U.S. school for less than 12 months. ( <b>Note:</b> English Learners must take the mathematics and science assessments regardless of when they entered the U.S. do not submit a medical exemption for these students.)
<b>Homebound</b>	Student is enrolled in a public school system and receives special education and related services in the student's home or other designated setting such as a hospital because the IEP team determined homebound is the most appropriate placement based on the student's individual health and/or academic needs. ( <b>Note:</b> Student is entitled to all provisions of IDEA. Public school systems shall ensure FAPE is provided in the Least Restrictive Environment (LRE) and procedural safeguards are implemented.)
<b>Homeschool</b>	Student is NOT enrolled in a public-school system or accredited non-public school because the parent opted not to enroll them and will instead deliver all instruction at home in accordance with state homeschool guidelines. ( <b>Note:</b> generally, the child may not participate in state assessments given the test management procedures as outlined above in the General Guideline for Student Participation.)
<b>Part Time Students</b>	May participate if enrolled at least quarter time (180 or more hours) (§20-9-311, MCA).
<b>Digital Academy</b>	Participate if enrolled at least quarter time (§20-9-311, MCA).
<b>Residential Treatment Centers</b>	Participate in state assessments pursuant to §20-2-121(11), MCA in the tested grades under the letter of agreement with the OPI.
<b>Montana Youth Challenge Academy (MYCA) and Job Corps</b>	Students enrolled at MYCA participate if they are enrolled at least quarter time in the accredited parent school as Grade 11 students. These students are registered under a separate ACT Organization Code on file with ACT as the offsite location has arranged for an ACT-approved test site. Early in the school year, the OPI works with MYCA to provide a list of students registered as Grade 11 students to make them eligible to test in the approved ACT test site. ( <b>Note:</b> for state accountability and reporting purposes, these students will be reported to the school that has their primary enrollment listed).
<b>Private Accredited School Students</b>	Must participate in state assessments for accreditation purposes but are not included for accountability.
<b>Foreign Exchange Students</b>	Participate if the student is enrolled in the EDUCATE (IC) and included into MAEFAIRS for purposes of determining the Average Number Belonging (ANB) but are not included for accountability.
<b>Offsite Classrooms</b>	There are several schools in Montana that are considered "offsite classrooms" as opposed to "schools" based on Montana's accreditation rules. For the purposes of state assessments, typically these campuses are registered to the test delivery systems under the accredited parent school and are managed locally thereafter. Some assessments like the national assessment (i.e., NAEP) may handle these instances differently based on the location and geographic differences of the location. ( <b>Note:</b> for state accountability and reporting purposes, these students will be reported to the school that has their primary enrollment listed.)
<b>Alternative Schools</b>	Montana has several alternative high schools where students are registered and managed separately based on the ACT with Writing options for test administration and proctoring. Early in the school year, alternative high schools work with the OPI to declare the preference for testing at that location and for managing score reports separately from the accredited parent school. The OPI conducts a separate registration on behalf of these select schools who have already been approved by the ACT as separate ACT test sites. ( <b>Note:</b> for state accountability and reporting purposes, these students will be reported to the school that has their primary enrollment listed.)

**Note:** Both offsite classrooms and alternative schools under the accreditation rules are considered offsite instructional settings. Definition §20-1-101, MCA: "Offsite instructional setting" means an instructional setting at a location, separate from a main school site, where a school district provides for the delivery of instruction to a student who is enrolled in the district.