



REQUEST FOR NON-STANDARD ASSESSMENT ACCOMMODATION

Purpose of Form: This form is to request a unique accommodation (e.g., testing at home, use of electronic devices for medical monitoring) that is not identified in the accommodations manual and is to be used on a state-required assessment. The New Mexico Student Assessment Accommodations Manual can be found on the [DTC Resources](#) web page.

Procedure for Requesting Accommodation:

- The non-standard accommodation request must be documented in a student’s IEP, 504, or EL Plan, and the district or charter school must retain the form for a period of five (5) years from the date of the test.
- This form must be emailed to ped.assessment@state.nm.us a minimum of two (2) weeks prior to the test administration window.
- PED will review the request and provide a response within five (5) business days.

Student Information

Student State Identification (SSID) Number (9 digits):	
Student Initials Only:	Student Date of Birth:

District/Charter School Contact Information

District Name:	School Name:
Name of District Test Coordinator:	Email:
Name of person requesting accommodation:	Email:

For which assessment(s) is this accommodation requested?

Assessment(s):
Accommodation Requested:
Justification for Request:

Is the requested non-standard accommodation documented in the IEP, 504 Plan, EL Plan, or Individualized Healthcare Plan? Yes No

Is the requested accommodation routinely used in classroom instruction/testing? If no, explain in Justification for Request section. Yes No

For PED Use Only	
Assigned to:	Date:
<input type="checkbox"/> Reason for Denial:	
<input type="checkbox"/> Approved for:	
Date District Notified:	