

To: Principals of Public and Independent Schools



Re: 2022/23 Foundation Skills Assessment

The 2022/23 FSA will be administered to all Grades 4 and 7 students enrolled in B.C. public and independent schools, including distributed learning programs.

If your school has Grade 4 or Grade 7 students who will require large print format or Braille in the upcoming school year (2022/23), please complete and return by **June 30, 2022**, the special materials request form included below. Special format requests should be in alignment with what is used to support a student with a visual impairment based on what is used on a regular basis for in-class assessments as documented in the student's IEP. If you require further information, please contact us at educ.fsascore@gov.bc.ca.

SPECIAL MATERIALS REQUEST FORM

Complete and return this form to the Ministry of Education and Child Care – Attention: Satinder Viridi by **June 30, 2022** via email: educ.fsascore@gov.bc.ca.

Note: If adjustments such as adding or removing students need to be made after you submit this form or before June 30, 2022, please send any additions or cancellations by **September 8, 2022**.

Student's primary Inclusive Education Category designation is:

Student is registered with the Provincial Resource Centre for the Visually Impaired (PRCVI)
Student receives direct services from a Teacher of Students with Visual Impairments (TSVI)

TSVI Name

TSVI Email

- | | | |
|------------------------------------|--|-----------------------------------|
| 1. School Name | 2. School Ministry Code (8-digit code) | |
| 3. Student's Legal Surname | 4. Student's Legal Given Name | 5. Student's Legal Middle Name(s) |
| 6. Personal Education Number (PEN) | 7. Grade | |

8. Is the student enrolled in the Programme francophone? Check one: <input type="checkbox"/> Yes <input type="checkbox"/> No (Note: If "yes" is checked, a French booklet will be supplied)
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9. Please check only ONE choice below	
UEB BRAILLE VERSION ONLY	For a student provided a Braille question booklet, the school assumes responsibility for transcribing braille written responses into print, and for listing on paper the student's choices made in response to online questions. All such responses must be correctly identified by the appropriate question numbers. If the student has written responses on a computer independent of the electronic-format FSA system, the school is responsible for ensuring each written answer and online question's response is identified with the appropriate question number on the printout.
LARGE PRINT VERSION (18 pt. only)	For a student provided with a Large Print student response booklet, the student may enter written responses directly in their regular printed response booklet, and respond to online questions online in the FSA system (with on-screen font size enlargement possible), or the school may assign a scribe to transfer the student's written responses to the regular printed student response booklet and input the student's online responses in the online FSA system. The school will ensure the student's work is marked and results reported following instructions provided by the Ministry of Education of Child Care. All printed test materials containing the student's responses must be identified with the correct Personal Education Number.
DUAL MEDIA - UEB BRAILLE VERSION AND LARGE PRINT VERSION (18 pt. only)	Intended for students using both print and braille. A fully contracted UEB version of the print content of the FSA is provided along with an enlarged print supplement of all graphics and diagrams (tactile graphics are not provided - see UEB Braille version). If the student notes their responses in braille, the school assumes responsibility for transcribing braille written responses into print, per UEB Braille Version instructions listed above. If the student notes their responses in print, the school will follow the same procedure as outlined for the Large Print version (see above). Please note: Braille component of Dual Media Version is only available in fully contracted UEB.

Signature of Principal: _____