**Appendix 1: Reclassification Form for Students Taking the ACCESS ALT**

Please note: A written explanation is a required component of the reclassification process for students who have taken the ACCESS ALT and who have met the criteria for reclassification. The sample below illustrates the needed components of a district’s written explanation of why it is appropriate to exit a student who took ACCESS ALT from English learner status.

**NAME OF DISTRICT Public Schools**

**School Year 20\_\_-20\_\_**

**English Language Education Program Reclassification Form**

|  |  |  |
| --- | --- | --- |
| Name: | SASID#: | Date of Birth: |
| School: | Grade: | Reclassification Date: |

The student must earn at least an overall score of Level P2 on the Alternate ACCESS for ELL to be eligible to be considered as Former English learner (FEL).

|  |  |  |
| --- | --- | --- |
| **RECLASSIFICATION CRITERIA** | | |
| Meets Criteria |  | Does Not Meet Criteria |
| Earned an overall score of Level P2 on the ACCESS ALT. |  | *Students who do not have an overall score of P2 on the ACCESS ALT cannot be considered for reclassification.* |
| The student’s special education teacher and ESL teacher each scored the student’s performance on the [English Language Observation Form](#obs) with a score of 12. |  | *If one of the English Language Observation Forms has a score of less than 12, the student does not meet the criteria for reclassification.* |

Based on these considerations, we have determined that the student is now ready to exit English learner classification status and be reclassified as a FEL. We understand that the district must monitor students who exit EL classification status for a period of four years and provide support as needed.

Please list the members and roles of the School-Based Language Team who collaborated on this reclassification decision:

|  |  |
| --- | --- |
| **Name** | **Role** |
|  |  |
|  |  |
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