

Assessment Irregularity Reporting Form

SAU:	School:	Student State ID(s):
Names & Roles of involved staff:		
Assessment/test sessions affected:		
Provide a description of the assessment irregularity.		
Provide a rationale as to why the involved staff believe assessment security was or was not violated.		
Please share any concerns related to assessment secure material exposure. (if applicable - what materials, to whom, and for what period of time)		
Disciplinary action or other action taken? (Student or educator as applicable)		
Date family is informed of irregularity.		
(Optional) Additional Information:		

**** Please do not include student names or PII in this document or subsequent emails.****

Submitted by: _____ Role: _____ Date: _____

Please email the completed form to the appropriate Assessment Coordinator. The Maine DOE Assessment Review Team will review provided documentation within one week of receipt.