Maine Through Year Assessment:
Reset Process

Resets <u>erase all student progress</u> and generate a new test ticket.

Start

Was the student administered an assessment for the **wrong grade level**?
OR
Was the session administered **without the proper accommodations** (including text-to-speech) **<u>per the IEP or 504 plan</u>**?
OR
Was the session administered **with an accommodation not documented** in an IEP or 504 plan?

Yes to ANY of the above questions

No to ALL of the above questions

The student's assessment can be reset. Complete the [Reset Request Form](#).
Please note that all resets require ME DOE approval. Once you have submitted the form, ME DOE will be notified of your request.

Did the student answer **5 or fewer questions**?

NO

The student's assessment cannot be reset.

YES

Note: TTS can be assigned both **before and during** the assessment. **<u>Assigning TTS does NOT require DOE approval.</u>**

Was the student's performance affected during the assessment due to **illness**?
OR
Was the session **accidentally administered without text-to-speech (TTS) as a designated support**?
If TTS is assigned <u>after</u> starting the assessment, then TTS may not work for some questions.

Yes to EITHER of the above questions

No to BOTH questions

The student's assessment can be reset. Complete the [Reset Request Form](#).
Please note that all resets require ME DOE approval. Once you have submitted the form, ME DOE will be notified of your request.

The student's assessment cannot be reset.

Last Updated: 20-March-2023