

**Appendix H: Student Accommodation Refusal Form**

**Directions:** If a student refuses an accommodation listed in their Individualized Education Program (IEP), 504 plan, or an EL plan, the school should document in writing that the student refused the accommodation, and the accommodation must be offered and remain available to the student during testing. This form must be completed and placed in the student’s file and a copy sent to the parent on the day of refusal. Principals (or designee) should work with Test Administrators to determine who, if any others, should be informed when a student refuses an accommodation documented in an IEP, 504 plan or an EL plan.

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Grade: \_\_\_\_\_ Student ID#: \_\_\_\_\_

School Name: \_\_\_\_\_

School District: \_\_\_\_\_

Assessment: \_\_\_\_\_

Test Administrator: \_\_\_\_\_

Accommodation(s) refused: \_\_\_\_\_

Reason for refusal: \_\_\_\_\_

Comments: \_\_\_\_\_

**Student’s Signature(optional):** \_\_\_\_\_

**Signature of Test Administrator:** \_\_\_\_\_

**Keep this form on file at the school.  
A copy must be sent home to the parent.**