



To the Administrator Addressed

Commissioner Mike Morath

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DATE:	6/17/2020
SUBJECT:	House Bill (HB 3) Implementation: Texas Success Initiative Assessment (TSIA) Reimbursement Request
CATEGORY:	Funding Implications
NEXT STEPS:	Share with appropriate staff

This letter details processes and procedures for school districts and open-enrollment charter schools (local education agencies or LEAs) regarding the request for TSIA reimbursement as authorized by HB 3 of the 86th Legislative Session, 2019.

Background

Texas Education Code, §48.155, states that school districts and open-enrollment charter schools are entitled to a reimbursement for the cost of the administration of a college preparation assessment (SAT, ACT, or TSIA) to students in the spring of their junior year or during their senior year, beginning in the 2019-2020 school year.

The Texas Education Agency (TEA) will provide reimbursement to LEAs for the cost of administering **one** college preparation assessment (SAT, ACT or TSIA) **per eligible student**. LEAs will receive estimated funding annually for assessment reimbursement. For the 2020-2021 school year, LEAs received estimated Foundation School Program allocations, found on line 39 of the [Summary of Finance report](#).

TEA will settle up with LEAs in April 2022, once all student assessment data is received. If multiple records for one student are reported, **TEA will reimburse the highest cost exam**. If multiple records for one student are reported from several LEAs, the submission from the **first LEA will be considered for reimbursement**.

If the TSIA is the highest-cost exam for a student for which the LEA paid and would like reimbursement, the LEA must submit a request for reimbursement to TEA that follows the process outlined in this letter.

Timeline for Submission of TSIA Requests

On **June 17, 2021**, TEA will open the window for LEAs to submit a [Qualtrics form](#) with the required data to request their TSIA reimbursements. This window will close **September 30, 2021**. **TEA will not accept late requests.**

Process for Completion of the Form

LEAs must provide the required data elements detailed in the spreadsheet to the agency. TEA has provided a template for LEAs to use and/or replicate, along with the instructions on the data needed and the submission process, all of which can be found on the TEA [website](#). LEAs will then submit the spreadsheet to TEA through the Qualtrics form.

TEA and College Board Support

TEA will post a recorded webinar in July to answer questions and walk through the completion of the template and form. Additionally, TEA has collaborated with the College Board to provide instructions

on how TSIA administrators can create a custom report and query on the ACCUPLACER platform with the necessary TSIA data requested on the template. This allows those LEAs that are TSIA administrators or that have a data sharing agreement with an institute of higher education (IHE) an easier ability to find accurate data.

College Board's instructions can be found by TSIA administrators when they log in to the ACCUPLACER platform.

ACT and SAT Submission of Reimbursement Requests

For the 2020-2021 school year, ACT and SAT reimbursement requests will occur in fall 2021 in the TEA Login (TEAL) Accountability application. TEA will release a To the Administrator Addressed letter when the application opens.

For Further Information

The template, instructions, and webinar link are located on the College Preparation Assessment [website](#). Additionally, TEA has [FAQs](#) regarding the college preparation assessment reimbursement.

If you have additional questions regarding this correspondence, please contact Advanced Academics at advancedacademics@tea.texas.gov.