

<b>DATE:</b>	<b>July 7, 2022</b>
<b>SUBJECT:</b>	<b>House Bill (HB 3) Implementation: Texas Success Initiative Assessment (TSIA) Reimbursement Request</b>
<b>CATEGORY:</b>	<b>Funding Implications</b>
<b>NEXT STEPS:</b>	<b>Share with appropriate staff</b>

This letter details processes and procedures for districts and open-enrollment charter schools regarding the request for TSIA reimbursement as authorized by House Bill 3 (HB 3) of the 86<sup>th</sup> Legislative Session, 2019. Included below are the processes and procedures for the submission of the TSIA reimbursement request.

### **Background**

Texas Education Code, §48.155, provides, in conjunction with other applicable statutes, that school districts and open-enrollment charter schools (school systems) 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 school systems for the cost of administering **one** college preparation assessment (SAT, ACT or TSIA) **per eligible student**. School systems will receive estimated funding annually for assessment reimbursement. For the 2021-2022 school year, school systems received estimated Foundation School Program allocations, which may be found on their respective [Summary of Finance reports](#).

TEA will settle up with school systems in April 2023 once all student assessment data is received. If multiple records of a student are reported, **TEA will reimburse the highest-cost exam**. If multiple records of a student are reported from several school systems, the **first** school system **will be considered**.

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

### **Timeline for Submission of TSIA Requests**

On **July 7**, TEA will open the window for school systems to submit a **Qualtrics form** with the required data to request their TSIA reimbursement. This window will close **September 30, 2022**. **TEA will not accept late requests.**

### **Process for Completion of the Form**

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

### **TEA and College Board Support**

TEA will post a recorded webinar in August 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 school systems that are TSIA administrators or that have a data sharing agreement with an institute of higher education (IHE) an easier method 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 2021-2022 school year, ACT and SAT reimbursement requests will occur in fall 2022 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 [College Preparation Assessment website](#).

If you have additional questions regarding this correspondence, please contact Advanced Academics at [advancedacademics@tea.texas.gov](mailto:advancedacademics@tea.texas.gov).