



Extra Day

An extra day is allowed only for students who have a Texas Education Agency (TEA)-approved Accommodation Request Form. This designated support, which allows a student to test over two regularly scheduled, consecutive school days, applies to all State of Texas Assessments of Academic Readiness (STAAR®), STAAR Spanish, and Texas English Language Proficiency Assessment System (TELPAS) assessments.

Before allowing a student an extra day to test, test administrators must be trained to understand the boundaries of the assistance being provided. All of the procedures outlined in this document must be followed in order to ensure the accuracy and validity of the student's test results.

Test Security

1. The district must maintain test security and confidentiality when providing an extra day to complete testing. All standard test security and confidentiality requirements must be met. For more information, refer to the [Security](#) section of the *District and Campus Coordinator Resources*.
2. Because the student will be taking a secure state assessment at a time different from that of other testers, he or she may need to be tested individually so that other students will not be disturbed and to ensure the confidentiality of the test.

General Information

How to divide the assessment when providing an extra day to test is a local decision, based on these guidelines and student need.

1. To ensure that test results are received by the posted date, all testing must be completed by the applicable due date for make-up sessions, as listed on the Student Assessment Testing Calendar.
2. After state testing, XD must be recorded in the ACCOMM. field on the student's answer document. This indicates that an allowable designated support was made available to the student. For students who test online, the Extra Day field must be indicated under the *Non-Embedded Supports* panel in the Test Information Distribution Engine (TIDE). If the student was eligible to receive any other accommodations, these should also be recorded according to the guidelines in the relevant designated support policy document.
3. It is recommended that the student's parents be notified regarding the altered testing schedule.
4. For directions on exiting an online test at the end of Day 1 and resuming the test on Day 2, refer to the monitoring procedures described in the appropriate test administrator manual.

Specific Procedures

1. Students will be permitted to test only over two full, regularly scheduled, consecutive school days. Each day of testing must not extend beyond seven hours.
 - Subject-area tests must be administered in the same order as they are for all other students unless otherwise noted with this approval.
 - When tests are scheduled on consecutive days, the student must finish one subject-area test before beginning the next. This can happen in one of two ways: The second test may be started the same day that the student finishes the first test, or the student may wait until the following day to start the next subject-area test.
2. Adhere to the following requirements when determining how a subject-area test should be divided over two days.
 - On Day 2 of testing, the student may not return to any selections, test questions, or written responses viewed on Day 1. Any previously answered items on the online assessment will be automatically locked, and students will be unable to respond to them when they resume testing on the second day.
 - For all reading tests, including the reading portion of the English I and English II tests, questions accompanying a selection or paired selection (i.e., multiple choice) must be completed on the same day they were begun. A student should not begin reading a selection unless the test administrator is certain that the student will have sufficient time to complete all of the test questions that accompany the selection.
 - For the grades 3–8 reading, English I, and English II tests, questions accompanying a revising or editing selection must be completed on the same day they were begun. Also, a student's response to a writing prompt must be completed on the same day it was begun. A student should not begin reading a selection or reading and responding to a writing prompt unless the test administrator is certain that the student will have sufficient time to complete all of the test questions that accompany the reading selection or to finish his or her response to the writing prompt.