

**Snoqualmie Valley School District
Highly Capable Program
Selection Decision Appeal Form**

The Snoqualmie Valley School District, in compliance with WAC 392-170-176, has developed an appeal process. An appeal of the final placement decision may be filed when based on one of the following criteria:

1. A condition or circumstance believed to have caused a misinterpretation of the testing results (ex: an incorrect birth date or grade level used in calculating an assessment score).
2. An extraordinary circumstance occurred during the testing period that may negatively affect the validity of the test results (ex: death in the family or extreme physical ailment).
3. Suspicion of an error in the administration of the assessment.
4. A misapplication or miscalculation of scores by the multidisciplinary selection committee.

Appeals submitted for reasons other than above will be denied without further consideration and outside assessments will not be considered.

To file an appeal you must use the Selection Decision Appeal Form. The form must be completed and returned to the district Teaching and Learning office within ten (10) working days following the notification of score results (determined by letter postmark date). **Include postmarked letter/envelope with appeal form.**

**Snoqualmie Valley School District
Teaching and Learning Office
P.O. Box 400
Snoqualmie, WA 98065**

All appeals will go before the Highly Capable Advisory Committee and you will be notified of the decision by mail. The purpose of the Highly Capable Advisory Committee is to consider individual circumstances, based on the criteria above, which may have impacted the student's evaluation data.

The decision of the Highly Capable Advisory Committee is final.

Based on criteria # _____, listed above, it is requested that the Advisory Committee considers this appeal for _____ (student name),
_____ (School), and _____ (grade level).

Parent/Guardian Signature: _____

Date: _____