

## **Application for Appeal of A-F Letter Grade**

Please email this completed form as an attachment and attach any supporting evidence to [inbox@azsbe.az.gov](mailto:inbox@azsbe.az.gov) with “(Name of School) A-F Appeal” in the subject line by 5:00pm on October 25, 2018.

Date: \_\_\_\_\_

Name of Person Submitting This Form: \_\_\_\_\_

Job Title: \_\_\_\_\_

Contact Email (Must Be Associated with School/Entity ID):

\_\_\_\_\_

Work Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

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

School Entity ID (Not CTDS): \_\_\_\_\_

LEA Name: \_\_\_\_\_

2014 -2015 AzMERIT Scores:

- English Language Arts: \_\_\_\_\_
- Mathematics: \_\_\_\_\_

2015-2016 AzMERIT Scores:

- English Language Arts: \_\_\_\_\_
- Mathematics: \_\_\_\_\_

2016-2017 AzMERIT Scores:

- English Language Arts: \_\_\_\_\_
- Mathematics: \_\_\_\_\_

2017-2018 AzMERIT Scores:

- English Language Arts: \_\_\_\_\_
- Mathematics: \_\_\_\_\_

Type of Appeal – Please Choose One:

- NON EXPEDITED REVIEW       EXPEDITED REVIEW

(Non-expedited review involves paper documents, and in-person presentation.  
Expedited review involves paper documents only)

Final Letter Grade Request – Please Identify: \_\_\_\_\_

Check the following mitigating factors as appropriate, which may be discussed more fully below:

- Environmental Issues or Events  
 Adverse Testing Conditions  
 School or Community Emergency  
 School Tragedy  
 Incorrect Data<sup>1</sup>  
 Other: \_\_\_\_\_

Check that the items listed above meet the following criteria:

- Unrelated to school/student performance  
 Outside the school's control  
 Timing reasonably related to student performance  
 Substantial cause of overall school performance

Did the school take reasonable steps to minimize the situation's impact on assessment outcomes? Discuss more fully below.

- Yes  
 No  
 The opportunity did not exist for the school/LEA to minimize impact on students.

Please explain reasoning for appeal using NO personally identifiable student information (SAIS ID numbers only may be used). Please include longitudinal data related to school performance and longitudinal data related to student performance, documentation relevant to school improvement plan and/or any other official documentation in support of appeal if applicable and relevant.

\_\_\_\_\_  
\_\_\_\_\_

<sup>1</sup> Achievement profile designations based on incorrect data (A.R.S. § 15-241(J) as revised by S.B. 1411, 53rd Leg., 2nd Reg. Sess. (Ariz. 2018)(amending subsection (J) to A.R.S. § 15-241

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