ELIGIBILITY CRITERIA FOR ADJUDICATION

Students otherwise eligible to graduate at the end of the school year are eligible to obtain their literacy graduation requirement through adjudication if they meet one or more of the following criteria:

1. The student was never able to write the OSSLT, because of illness, injury, or other extenuating circumstances.

2. The student’s school did not offer the OSSLTC or make arrangements for the student to take the OSSLTC in another school.

3. The student was receiving special education programs or services, and had an Individual Education Plan (IEP) documenting required accommodations when taking the OSSLT and, in that school year or in a previous school year, was present to take the test, but because of unforeseen circumstances, was not provided the required accommodations, or a reasonable alternative to them, during the whole test or part of the test.

   Note: The accommodations must be among those permitted according to EQAO’s Guide for Accommodations, Special Provisions, Deferrals and Exemptions. See Policy/Program Memorandum No. 127, “The Secondary School Literacy Graduation Requirement”. Some examples of reasons why required accommodations might not have been provided to a student during all or part of the OSSLT would include computer failure, the illness of a scribe, or the unavailability of specialized presentation formats (e.g., large-print version, coloured-paper version).

4. The student enrolled in the OSSLTC, but because of illness, injury, or extenuating circumstances was not able to complete the OSSLTC.

DEADLINE FOR SUBMISSION

This Application Form must be completed and signed by the student, the student’s parent/guardian if the student is under 18 years of age, and the school principal. The five pieces of work (specified on the next page) must be attached to the Application Form and placed together in an envelope. The principal will forward the Application Form with the attached work to the local Adjudication Panel no later than the end of the school year – June 28, 2016.
Students must submit five pieces of work to the Adjudication Panel. The work can be completed any time during the school year, but must be produced independently by the student under the supervision of an Ontario College of Teachers (OCT) certified educator. The five pieces of work must demonstrate different reading and writing skills selected from the categories below. Not more than one piece should represent any one category.

Reading Narrative Text – The sample must include the original educator-selected text, educator-designed questions, and the student’s responses to the questions.

Reading Graphic Text – The sample must include the original educator-selected text, educator-designed questions, and the student’s responses to the questions.

Reading Informational Text – The sample must include the original educator-selected text, educator-designed questions, and the student’s responses to the questions.

Writing a Summary – The summary should be fewer than 100 words long and based on an educator-selected text of 250 to 300 words at an appropriate level of challenge. The educator-selected text must be included.

Writing an Information Paragraph – The paragraph should be based on one aspect of a topic from an assigned learning activity and written for a specific audience and purpose. The topic, audience, and purpose must be identified.

Writing a Series of Paragraphs Expressing an Opinion – The sample should consist of a minimum of three paragraphs (introduction, development, and conclusion) expressing the student’s own opinion on an educator-assigned topic. The topic must be identified.

Writing a News Report – The report should be based on an educator-assigned headline and picture. The headline and picture must be included.
Describe in detail the reasons why the student, through no fault of his or her own, has not been able to take full advantage of opportunities to write the OSSLT or to enrol in or complete the OSSLC. (Refer to the eligibility criteria provided on page 1.)

**Note:** For students who qualify under criterion 3, above (i.e., those who have an IEP and are receiving special education programs or services, and for whom planned accommodations were not provided during the writing of the test), the following documentation is required:

- a copy of the relevant section of the student’s IEP
- a detailed explanation of the reasons why the planned accommodations were not available
- confirmation that no alternative, suitable accommodations were available to the student when he or she was to have taken the OSSLT
- an explanation of the reasons why the student was unable to enrol in or complete the OSSLC
Provide the title of each of the five pieces of work submitted for adjudication in the appropriate category below:

Reading Narrative Text: __________________________________________________________

Reading Graphic Text: ___________________________________________________________

Reading Informational Text: ______________________________________________________

Writing a Summary: __________________________________________________________________

Writing an Information Paragraph: ________________________________________________

Writing a Series of Paragraph Expressing an Opinion: ________________________________

Writing a News Report: __________________________________________________________________

_________________________________________ Date

Student Signature

_________________________________________ Date

Parent/Guardian Signature
(if student is under the age of 18)

_________________________________________ Date

School Principal Signature

I confirm that this student meets the eligibility criteria for the adjudication process and has completed the five pieces of work independently under the supervision of an OCT certified educator.

cc: 

_________________________________________ School Superintendent