



## ILEARN Rescore Request Guidance

Pursuant to Indiana Code 20-32-5.1-13, the Indiana Department of Education (IDOE) outlined a rescore request process for open-ended items on ILEARN 3-8 and Biology End-of-Course Assessment (ECA). School principals/administrators must follow these guidelines when facilitating the rescoring of student responses following each ILEARN test administration. There is no rescore opportunity available for the ILEARN U.S. Government ECA, as this assessment does not include open-ended items.

ILEARN rescore request windows will occur following each ILEARN administration. Preliminary results will be available in the Centralized Reporting System (CRS) coinciding with the opening of each rescore request window.

### Responsibilities for Corporations and Schools

Schools are legislatively required to communicate their local rescore request process to **all** parents of students who participated in ILEARN testing. Schools may edit the parent letter template found on IDOE's [ILEARN webpage](#) or draft their own message. IDOE strongly recommends schools communicate their local process to parents ahead of the defined rescore request window.

The Corporation Test Coordinator (CTC) must designate the building principal or another building-level administrator who will meet with individual parents to facilitate the local rescore process. The designee will assume the "Principal" user role within the [Test Information Distribution Engine \(TIDE\)](#) and submit any rescore requests on behalf of parents.

IDOE strongly recommends that each rescore manager reviews the annual, on-demand "Request an Item Rescore" training module available via the [Indiana Assessment Portal](#) to understand the mechanics of requesting a rescore in TIDE.

Schools must accommodate parent requests to meet to discuss results, view student response images, and/or request a rescore. Parents should be reminded that progressing with a rescore request could result in a decrease, increase, or no change in their student's score.

The rescore manager must require a parent to sign a non-disclosure agreement (NDA) prior to allowing them to view secure test content in TIDE. The NDA can be downloaded from TIDE, and the rescore manager must maintain all signed copies on file locally, maintaining security of test content at all times. Test content cannot be shared in a virtual environment or via telephone. The decision to request a rescore should be informed by review of the item, the student's response, and the rubric(s) used to score the item.

### Parent Responsibilities

Upon receipt of the school's invitation to participate in their local rescore request process, parents should contact the school to arrange a visit only if they wish to discuss and/or view their



child's response images. Each parent must sign an NDA before discussing and viewing any secure test content. Parents may not discuss or share test content with anyone.

## Additional Reminders

- Per Indiana policy, the review of secure information **cannot** be conducted remotely (e.g., online meeting, telephone).
- All items, responses, scoring rubrics, and all related content (e.g., passages, stimuli) are secure materials and must not be discussed outside of the rescore request process, nor may they be shared, distributed, or duplicated in any way.
- All open-ended operational items, including those that may yield a condition code, are eligible for rescoring.
- A rescore request may only be submitted once for each item. TIDE does not allow multiple rescore requests for the same item for a single student.
- Once submitted, a rescore request cannot be reversed, and the item image will no longer be visible in TIDE.
- Rescore requests can only be submitted in TIDE during the defined rescore window.
- A school may submit rescore requests for a student whose parent does not visit the school after receiving the parent's initial approval.
- Pursuant to Indiana Code 20-32-5.1-13, ILEARN rescore requests may result in an increased or decreased scale score.
- Items and responses will *not* be available for review by schools or parents outside of the defined rescore request window. Items are secure content and will remain in the item pool for possible use in future test administrations.
- Each corporation and non-public school will receive a rescore report following the close of the rescore request window reflecting all properly submitted rescore requests.

Contact IDOE's [Office of Student Assessment](#) with any questions regarding policy guidance, and contact the [Indiana Assessment Help Desk](#) for technical assistance with submitting a rescore request.