

Request to View Education Records

Parents, legal guardians, students over age 18, emancipated youth, and advocates of students, who were enrolled full-time or part-time in Washington public schools during state test administrations may view the student's Washington Comprehensive Assessment Program (WCAP) test materials. Material reviews are not available for full-time private school and full-time home-schooled students.

One form is to be completed for each student and include the student's 10-digit State Student Identification Number (SSID). This number can be found on your student's score report, or it can also be obtained from your local school district. Mail this form to the Office of Superintendent of Public Instruction (OSPI). A review packet for each requested assessment will be prepared and sent to your school district. Your school district will contact you to schedule an appointment for the review.

Student First Name **M.I.** **Student Last Name** **Date of Birth** **State Student ID Number**
(SSID – 10 digits)

School Name **District Name** **Grade at time of testing**

Year Test was Taken: 2023

Test

Content

Smarter Balanced

- ELA
 Math

Washington Comprehensive Assessment of Science (WCAS)

- Science

Parent/Legal Guardian Name Printed

Signature

Date

Street Address (Apt. Number or PO Box)

Daytime Telephone Number

Ext.

City, State, Zip

Email Address

Return Request to View Form:

Assessment Operations Office

Attn: Request to View

Office of Superintendent of Public Instruction

600 Washington Street SE

Olympia, WA 98504-7200

