

Secondary Schools of the San Francisco Archdiocese

Documentation Requirements for

Extended Time Testing

Students with documented learning disabilities *may* be eligible for extended time on the Secondary Schools of the San Francisco Archdiocese Entrance Exam. The exam is the High School Placement Test (HSPT) and is published by the Scholastic Testing Service (STS). The Extended Time Test will be administered at St. Ignatius College Preparatory on December 10, 2022, at 7:30 a.m. In order for extended time to be granted, you should provide one of the following to the Admissions Office by ***November 1, 2022***:

- a. A currently active IEP that states the need for extended time testing;**
- b. A currently active 504 Plan that states the need for extended time testing;**
- c. An evaluation prepared within the last three years by a qualified professional that states the need for extended time testing.**

In order for the evaluation to be considered it must: state the specific disability as diagnosed by the evaluator; provide a thorough educational, developmental, and relevant medical history; describe the tests and techniques that were used to arrive at the diagnosis; establish the professional credentials of the evaluator; and describe the specific accommodations requested, such as extended time, stating why the disability qualifies the student for such consideration.

In order for extended time to be granted one of the above must be emailed to the Admissions Office. No exceptions can be made in place of one of the three reports listed. Please fill out the attached application and email it with your report to the Admissions Office. All reports will be held in the strictest confidence and will be reviewed only by the Admissions Testing Committee. Families will be notified of the extended testing time decision after the report is reviewed at St. Ignatius College Preparatory.

Please contact the Admissions Office at 415-731-7500, ext. 5274, if you have any questions or if we can be of any assistance.

St. Ignatius College Preparatory • 2001 37th Avenue • San Francisco, CA 94116
Secondary Schools of the San Francisco Archdiocese

Application for Extended Time Testing
St. Ignatius College Preparatory
Admissions Office
415-731-7500

Student's Name: _____

Parent/Guardian Name: _____

Address: _____

Phone: _____

Current School of Applicant: _____

Type of documentation to be submitted:

- Currently active IEP
- Currently active 504 Plan
- Complete Testing Evaluation by qualified professional

Note: Please send documentation to all Catholic Secondary Schools in the San Francisco Archdiocese where the student has filed an application.

If eligible for extended time testing, indicate below when & where the exam will be taken.

- Saturday, December 10, 2022 (7:30 a.m.) at S.I.
- Exam to be taken at _____ on _____

Signature of Parent: _____

Date: _____