

**WAC 392-501-105 Application process.** (1) The superintendent of public instruction shall develop and make available to school district personnel an online application to capture SAT, ACT, IB and/or AP comparison applications for documenting that a student has met the eligibility requirements in WAC 392-501-103 and achieved the scores required in WAC 392-501-104.

(2) If the student is eligible, the student shall work with school personnel to collect the SAT, ACT, IB and/or AP score reports to submit through the state provided graduation alternatives online application.

(3) If the school principal or designee agrees that the eligibility criteria have been met, the principal or designee shall submit a copy of the student's official SAT, ACT, IB or AP score report via the graduation alternatives application for district assessment coordinator approval.

(4) If the district assessment coordinator, or their designee, agrees that the eligibility criteria have been met, the district assessment coordinator or designee shall approve the form (with accompanying score report(s)) present in the graduation alternatives online application for submission to the office of superintendent of public instruction.

(5) Upon approval of the submission, the school principal or designee shall notify the student of the approval. OSPI shall document in the state's assessment records that the student met the applicable high school standard.

(6) Superintendent will conduct regular audits of district submissions to ensure accuracy and consistency in reported student status. Where irregularities are found, superintendent will notify the district for corrective action.

[Statutory Authority: RCW 28A.655.065 and 28A.655.061. WSR 16-20-055, § 392-501-105, filed 9/30/16, effective 10/31/16; WSR 07-13-035, § 392-501-105, filed 6/13/07, effective 7/22/07.]