

Updated 08/22/2025

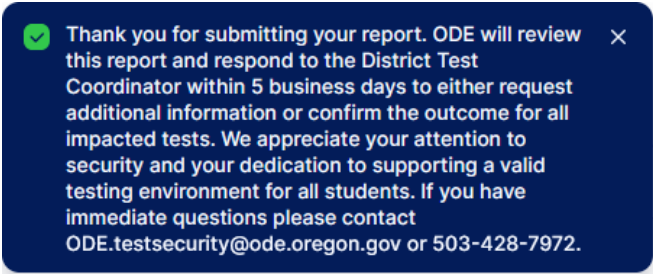
2. DTC will fill out the following web form:

- Alt ELPA
- Alt SEED Survey
- ELA CAT
- ELA PT
- ELPA Screener
- ELPA Summative
- Extended Assessment - ELA
- Extended Assessment - Math
- Extended Assessment - Science
- Kindergarten Assessment
- Math CAT
- Math PT
- Science
- SEED Survey

2. If an impropriety involves multiple impacted tests, the DTC will fill in the form with the information for the first test and upload a spreadsheet under “Additional Impacted Tests” with the SSID, student enrolled grade, test name, and Result ID for all additional tests. The template for additional impacted tests is available using the [Multiple Tests Information Upload Template](#). Each report should concern only one test type. If multiple test types are involved, do not add them all to the template. Instead, submit a new report for each test type.

	A	B	C	D
1	SSID	Enrolled Grade	Test Name	Result ID
2				
3				
4				

3. DTCs are encouraged to check the “Send me a copy of my responses” before clicking “Submit.” After hitting “Submit,” the DTC will see the following confirmation:



4. If the DTC clicked the “Send me a copy of my responses,” they will receive an email like the following:

Thank you for submitting your entry. A copy is included below for your records.

Test Impropriety and Irregularity Report Form

Date Incident Occurred: 2025-08-22

Which of the following core requirements was compromised?
Students complete the correct test in a supervised, secure, and distraction-free test environment., Students have access to necessary, allowable, and appropriate resources.

Did the incident result in possible IDEA non-compliance (e.g., violation of a student's IEP)? Choose one.
No (non-compliance did not occur -Or- student does not receive services under IDEA).

District Recommended Outcome: Invalidate Test

What happened, and why does the district recommend this outcome?
Instructional materials were left uncovered during active testing.

SSID: 88888888

Enrolled Grade: 8

Test Name: ELA CAT

Result ID: 522222

Number of Tests Impacted: 1

DTC Name: Jane Doe

DTC Email: jane.doe@schooldistrict.org

School District: ADEL SD 21

School: ABC Elementary School

5. Within 5 business days, ODE will send the DTC an email and report summary confirming the outcome for all impacted tests or requesting additional follow-up information.
6. This report summary will serve as final confirmation of the district’s investigation and the ODE approved outcome. If a district requires a formal letter of final determination in addition to this report summary, the DTC will submit a request via email to ode.testsecurity@ode.oregon.gov.