

FSA Exemption Request Form 2.11

2025 FSA Administration runs from: October 1 - November 07, 2025

From the FSA Administration Manual

Who Writes the Assessment?

ALL students in Grade 4 and Grade 7 must write the FSA. These include:

- Students enrolled in the English program, French Immersion program, Programme francophone and online learning programs.
- Students enrolled in non-graded programs who were born in: 2016 write Grade 4 level - 2013 write Grade 7 level
- English Language Learning (ELL) students.
- Students whose learning needs are supported through accommodations.
- Students with disabilities and diverse abilities.
- Students receiving Inclusive Education services.

Students must be provided with accommodations if required, prior to being given an exemption. Accommodations are listed in the FSA Handbook. Students may be exempted from one or more assessments. **Exemptions are provided for very few students.**

Exceptions include:

- Students whose personalized learning standards significantly differ from provincial curricular standards (**e.g., students with limited awareness of their surroundings, or students with moderate to profound intellectual disabilities**) and are documented in their Individual Education Plan (IEP).
- Students identified and funded as ELL students who have not reached a level of proficiency sufficient to provide meaningful responses to the literacy or numeracy sections of the FSA (e.g., students who are assessed at level 1 or 2 on the appropriate [ELL Standards continuum](#)).
- Students experiencing extenuating circumstances (e.g., a family emergency or lengthy illness) - these circumstances must extend over the FSA period (eg: not one day or one week).

Based **only** on the exceptions identified above, principals may identify students who may be excused from the FSA.

Students may only be excused from participating in consultation with the student's parent or guardian. The student's parent or guardian must be notified prior to the administration date by letter or telephone call. Keep notes of this call.

Principals are to send a list of excused requests for students to the District Principal, Inclusive/International Education with the rationale for the excusal request. For all Indigenous students, this request must also be sent to the Director of Indigenous Education and Learning Services. Excused requests will be reviewed and principals contacted. Not all requests are typically approved.

Exemption request forms must be submitted to clerical.inc@sd8.bc.ca by September 16th

FSA EXEMPTION REQUEST FORM for 2025

1. DATE: _____

2. SCHOOL NAME: _____

3. PRINCIPAL NAME: _____

4. DATES OF SCHOOL FSA ADMINISTRATION:

5. FOR EACH STUDENT FOR WHICH YOU ARE REQUESTING AN EXEMPTION, COMPLETE THE FOLLOWING CHART

Student Name	Student Grade	Student Designation if applicable	FSA Assessments being requested for exemption	Rationale for Exemption Request	Included evidence to support request (ie - IEP, Psych Ed, etc)	Date Discussed with parent	EXEMPTION GRANTED YES OR NO

Principal signature: _____

Date: _____

FOR OFFICE USE ONLY:

DATE RECEIVED BY DISTRICT: _____

STUDENT FILE REVIEWED ON: _____

IS STUDENT INDIGENOUS? YES _____ NO _____

DISCUSSED WITH PRINCIPAL ON: _____

INFORMATION VERIFIED BY DISTRICT ON: DATE _____

EXEMPTION APPROVED? YES _____ NO _____

IF EXEMPTION APPROVED, WHICH FSA ASSESSMENT: LITERACY _____ NUMERACY _____

DISTRICT STAFF COMMENT(S): _____

DISTRICT STAFF SIGNATURE(S): _____
 DATE: _____