

# HISD

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## Gifted and Talented

REVOLUTIONIZING  
THE WAY WE THINK

# Gifted and Talented

## Parent Steps for Request to Evaluate

# Gifted and Talented Department

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## Questions?

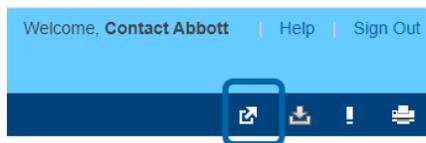
Email: [GiftedandTalented@houstonisd.org](mailto:GiftedandTalented@houstonisd.org)

## Request to Evaluate

Open your Chrome browser and navigate to <https://hisdconnect.houstonisd.org/public/>



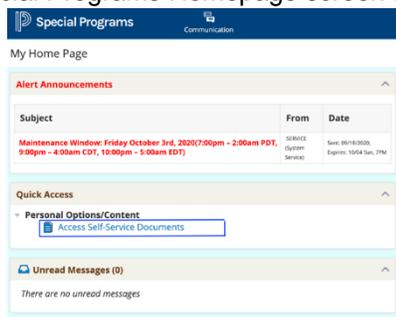
Select the application launch icon



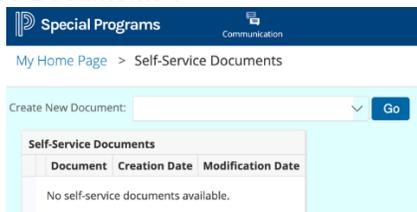
1. Select Special Programs Home



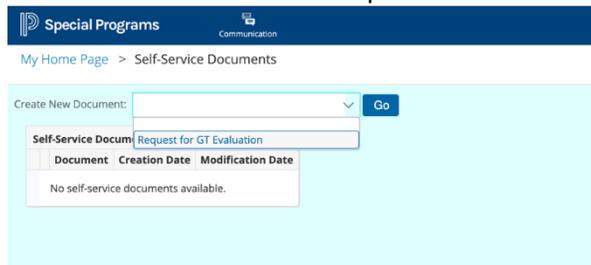
2. That will take you to the Special Programs Homepage screen (as shown below).



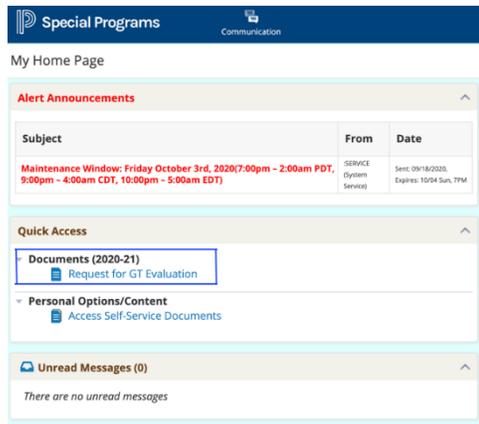
3. Click on “Access Self-Service Documents”.



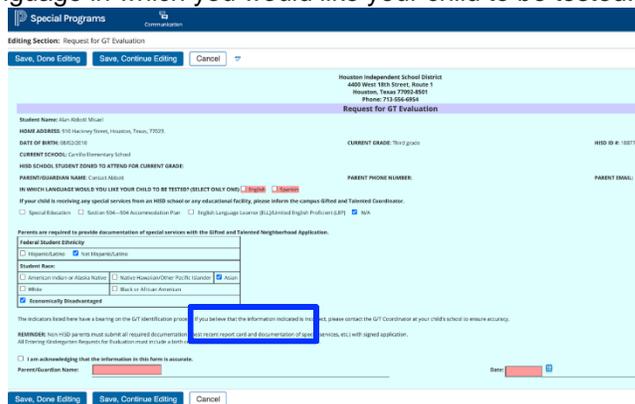
- Click on “Create New Document” -> Select “Request for GT Evaluation” -> Click “Go”



- The “Request for GT Evaluation” document has now been created and it is placed on the Homepage.



- Click on “Request for GT Evaluation”. Please verify all the information on the form is accurate. You must select the language in which you would like your child to be tested.



- You must acknowledge that all the information on the form is accurate. Fill in your name and Date.
- Click Save, Done Editing.
- Change Form from Draft to Final (Finalize Form)
- Notify your GT Coordinator about the request being submitted.

## Parent Recommendation - Entering Kinder ONLY

After the Request for GT Evaluation section has been filled out and Saved, you will see a prompt “Click here to complete the Parent Recommendation Form.”

Click here to complete the Parent Recommendation Form.

Houston Independent School District  
 4400 West 18th Street  
 Houston, Texas 77058  
 Phone: 713.463.1234

**Request for**

**Student Name:** Edward Student  
**HOME ADDRESS:** 123 Any St, Some City, Texas, 01234.

### Steps on how to access and complete Parent Recommendation Form

1. Checkmark (or select) the word that best indicates the degree to which the student exhibits the characteristics for each statement.

Evidence of Possible Giftedness: Please select the word that best indicates the degree to which the student exhibits the following characteristics in relation to students of similar ability. [Save, Done Editing](#)

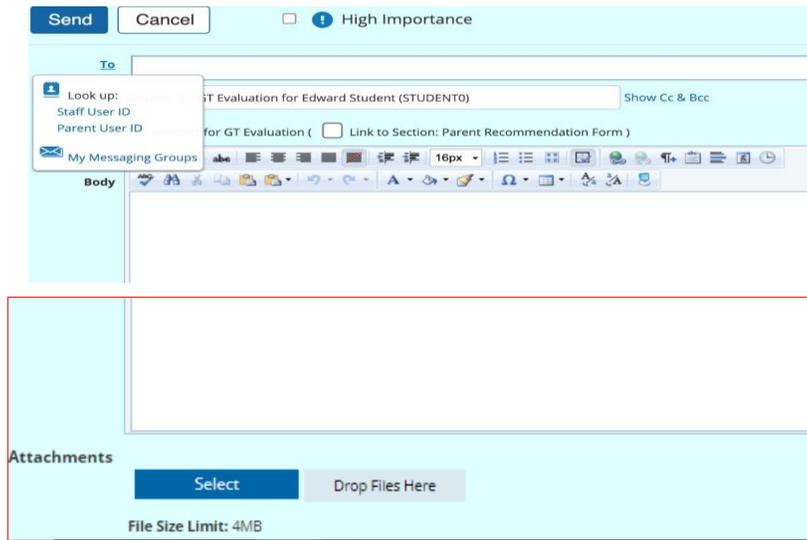
GENERAL INTELLECTUAL ABILITY	
Shows a preference for complex tasks and the “why” of things	<input type="checkbox"/> Rarely <input type="checkbox"/> Less than half the time <input checked="" type="checkbox"/> About half the time <input type="checkbox"/> More than half the time <input type="checkbox"/> Consistently most of the time
Has knowledge and vocabulary unusual for age or grade; has fluent verbal ability	<input type="checkbox"/> Rarely <input type="checkbox"/> Less than half the time <input type="checkbox"/> About half the time <input type="checkbox"/> More than half the time <input type="checkbox"/> Consistently most of the time
Demonstrates abstract and critical thinking ability, an ability to think things out, to think things logically or analytically	<input type="checkbox"/> Rarely <input type="checkbox"/> Less than half the time <input type="checkbox"/> About half the time <input type="checkbox"/> More than half the time <input type="checkbox"/> Consistently most of the time
Is a keen and alert observer; often “sees more” in a learning situation than others; may show evidence of long, detailed memory	<input type="checkbox"/> Rarely <input type="checkbox"/> Less than half the time <input type="checkbox"/> About half the time <input type="checkbox"/> More than half the time <input type="checkbox"/> Consistently most of the time
Shows an interest in problem solving and is flexible and resourceful in problem solving	<input type="checkbox"/> Rarely <input type="checkbox"/> Less than half the time <input type="checkbox"/> About half the time <input type="checkbox"/> More than half the time <input type="checkbox"/> Consistently most of the time

2. Select Save, Done Editing.

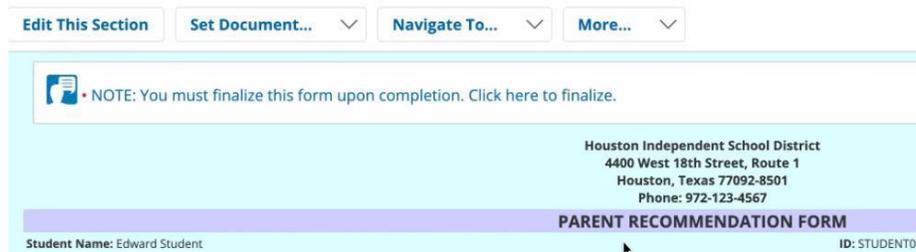
3. Click on “More..” -> Send Message With Document -> Select the GT Coordinator’s name. You must Type a Message in the Body of the Document, and you must Select Send.

[Edit This Section](#)
[Set Document...](#)
[Print...](#)
[Navigate To...](#)
[More...](#)

- Spell Check Entire Document
- Send Message With Document
- Refresh This Section
- Update Document from Student Profile



4. Parent must attach their child's birth certificate at the bottom of the message by clicking on Select under Attachments, next set Document Status from Draft to Final. To do that, click on "Set Document..." -> "Status from Draft to Final" click Accept and Click OK.



5. Send a Notification Message to the GT Coordinator. Click Accept.

