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**From:** ELPAC <Do-Not-Reply@info.ets.org>  
**Sent:** Tuesday, February 11, 2020 11:22 AM  
**To:**  
**Subject:** Computer-based Summative ELPAC: Pre-ID Labels and Materials Return Instructions for K-2 Writing



Dear LEA ELPAC Coordinator:

The 2019–2020 computer-based Summative English Language Proficiency Assessments for California (ELPAC) administration is now underway and closes May 31, 2020. The ELPAC Writing domain assessment for students in kindergarten through grade two (K–2), while considered part of the computer-based ELPAC, will remain as paper-pencil tests.

### **Pre-Identification (Pre-ID) Labels**

Pre-ID is the process of electronically identifying students through a barcoded label rather than marking student demographic information on the Answer Book. Starting with the 2019–2020 administration, Summative ELPAC Writing domain Answer Books and Pre-ID labels will be provided at no cost. K–2 students with an English Language Acquisition Status of English learner within TOMS will receive a pre-ID label.

There will be two production dates for pre-ID labels: January 17, 2020, and March 13, 2020 (for new students not included in the first pre-ID order only). LEAs can expect to receive the pre-ID labels created on January 17 starting February 3, and those created on March 13, starting March 30. Students enrolled after those dates must have their student demographic information marked completely, as shown in the *Directions for Administration*. Not marking this information could result in delays in reporting for the student, school, or local educational agency (LEA).

### **K–2 Answer Book Return Instructions**

ELPAC Answer Books for K–2 must be received by Educational Testing Service (ETS) for scoring. **It is not necessary to complete all student testing prior to returning test materials for scoring.** Please read and follow the [2019–20 Summative ELPAC Packing and Return Instructions](#) to help ensure timely scoring and reporting. LEAs have to option to download and complete the [ELPAC School Group List](#) when returning Answer Books to serve as a reference for both the LEA and ETS as to what is being returned in each shipment. We recommend keeping a copy of the ELPAC School Group List for your records to track the test materials

being returned to ETS. Test materials must be returned in the white cartons provided. To order additional white cartons, please contact the California Technical Assistance Center (CaTAC).

The following schedule lists dates to return completed K–2 Writing Answer Books to ETS for scoring:

- February 14 and 28, 2020
- March 13 and 27, 2020
- April 10 and 24, 2020
- May 8 and 22, 2020
- June 12, 2020 (Final Pickup)

Questions about the 2019–2020 Summative ELPAC administration can be directed to the CaTAC by phone at 800-955-2954 or by email at [caltac@ets.org](mailto:caltac@ets.org).

Sincerely,

California Technical Assistance Center  
Educational Testing Service  
Phone: 800-955-2954  
Email: [caltac@ets.org](mailto:caltac@ets.org)  
Website: <https://www.elpac.org/>