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**From:** ELPAC <Do-Not-Reply@info.ets.org>  
**Sent:** Thursday, March 1, 2018 10:10 AM  
**To:**  
**Subject:** ELPAC Pre-ID Label Print Issue Identified



Dear LEA ELPAC Coordinator:

Thank you for placing your order for Pre-Identification (Pre-ID) labels for the Summative English Language Proficiency Assessments for California (ELPAC) in the Test Operations Management System (TOMS). On labels ordered prior to February 8, 2018, the student's date of birth (DOB), which should contain 13 characters—"DOB:[space]" plus the 8 digits of the actual date of birth—is printed as 11 characters ("DOB:[space]" plus only 6 digits for the date of birth) on the ninth label of each sheet of Pre-ID labels.

The Pre-ID label process has since been corrected and, while the DOB on the printed label might still be truncated, **the bar code is correct, the online data associated with the bar code are correct, and the label can be used.** This issue affects only local educational agencies (LEAs) that placed orders prior to February 8, 2018.

Questions about Pre-ID labels and all other topics regarding ELPAC administration should be directed to the ELPAC Customer Support Center by phone at 844-782-2714 or by e-mail at [ELPAC@ets.org](mailto:ELPAC@ets.org).

Sincerely,

ELPAC Project Team  
Educational Testing Service  
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E-mail: [ELPAC@ets.org](mailto:ELPAC@ets.org)  
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