

---

**From:** ELPAC <Do-Not-Reply@info.ets.org>  
**Sent:** Monday, July 29, 2019 1:54 PM  
**To:**  
**Subject:** Urgent! Missing Summative ELPAC Scorable Answer Books



Dear LEA ELPAC Coordinator:

Educational Testing Service's (ETS') records show that some or all of the 2018–19 Summative English Language Proficiency Assessments for California (ELPAC) scorable Answer Books for enrolled English learners in the local educational agency (LEA) were not received by the June 21, 2019, deadline.

Despite the missed deadline, ETS is providing one last opportunity for the LEA's Answer Books to be scored. If Answer Books are received by ETS no later than August 4, 2019, electronic Student Score Reports can still be generated and released with LEA downloadable files in mid-September. However, these results will not be included in the 2018–19 aggregate reports; nor will they be included for accountability. Even so, this opportunity will provide students with scores to be appropriately placed into English language development services and allow the students to be eligible for reclassification next year.

Finally, as a reminder, unscored Answer Books may result in potential excessive materials charges for the LEA.

The following information will assist with returning the outstanding scorable Answer Books:

- The [2018–19 Summative ELPAC Packing and Return Instructions](#), available on [ELPAC.org](http://ELPAC.org), provide details on returning test materials.
- LEAs can create a United Parcel Service label and request materials to be picked up for an intended arrival date at ETS no later than **August 4**.
- Materials must be sent to:

ETS  
ELPAC Processing  
6231 E. Stassney Lane  
Bldg. 10  
Austin, TX 78744

General questions about the ELPAC or questions about how to return ELPAC materials should be directed to the California Technical Assistance Center 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/>