

Please see **2 IMPORTANT ANNOUNCEMENTS** below regarding: 1) ELPA Pre-K Initial Screening Cycle Opening April 8th and 2) Spring 2013 ELPA Additional Order Window Closing April 5th.

1) ELPA Pre-K Initial Screening Cycle Opening April 8th

The ELPA Initial Screening Pre-K Cycle opens **Monday, April 8th** on the BAA Secure Site. The Pre-K Cycle is specifically geared toward Pre-K students entering districts during Kindergarten round-up. This cycle requires that Pre-K students take the Listening and Speaking domains only. As a reminder, raw scores should be entered by the Test Administrator or ELPA Coordinator into the BAA Secure Site by clicking on the ELPA Screener Entry tab. For instructions, please refer to the ELPA Initial Screening Test Coordinator Manual available at www.michigan.gov/elpa. Districts have until **Friday, July 26th** to input scores into the BAA Secure Site. The last day to order Pre-K Cycle materials is **Friday, July 12th**. Level I materials from the previous Screener cycle may be used for the Pre-K Cycle. Before making a decision and entering a student as Limited English Proficient (LEP) in the Michigan Student Data System (MSDS), please refer to the Entrance and Exit Protocol located at www.michigan.gov/elpa.

2) Spring 2013 ELPA Additional Order Window Closing April 5th

The Spring 2013 English Language Proficiency Assessment (ELPA) testing window closes on **Friday, April 12th, 2013**, so if additional testing materials are needed, [they must be ordered](#) in the BAA Secure Site no later than **5:00pm EST on Friday, April 5th, 2013**.

Once your district has completed testing, please return materials to Questar as soon as possible - do not wait until the last minute to return materials. Spring ELPA materials should not be returned to the BAA, if so, they will not be scored and may incur a late shipping fee. The deadline for returning materials is **Friday, April 19th**. Materials postmarked after the return deadline will incur late fees.

Questions?

For assessment questions, please email baa@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option. Please remember that spring ELPA questions should be directed to Questar (menu option 5); however, ELPA Screener questions should be directed to BAA (menu option 7).

