

Date Sent: August 26, 2011
Subject: CELDT September Monthly Update



EDUCATIONAL DATA SYSTEMS

Upcoming Dates and Deadlines for
September 2011
Please mark your calendar!

Friday, September 30

**2011–12 Edition Deadline to Submit a Pre-Identification (Pre-ID) File
During the Regular Window**

This is the last day to submit a Pre-ID file during the Pre-ID Regular Window. To upload a file, access the secure District Portal through the [District Logon](#) and select the *Pre-ID Data Management* link. Submissions after this date are subject to “Late Label Window” prices (see the first bullet below).

2011–12 Edition Deadline to Request a Pick Up for September

This is the last day to schedule a pick up for September scorable materials. Access the secure District Portal through the [District Logon](#) and select the *Request a Pick Up* link.

Did You Know?

- The Pre-ID Late Label Window is **October 3–21, 2011**. Note that prices and fees for files submitted during this window are slightly higher than regular window prices. For more information, including how to calculate the charges for your district, go to the [Pre-Identification Services](#) Web page.
- On-Your-Own Shipping (i.e. districts shipping via their own carrier without using the online CELDT Request a Pick Up application) has been eliminated for the 2011–12 Edition with the exceptions of the end of the Annual Assessment (AA) and Initial Assessment (IA) Window deadlines (October and June administration months). If the deadline for placing a request for pick up for October and/or June is missed, district coordinator’s may ship test materials using a traceable carrier. See the 2011–12 Edition *Test Coordinator’s Manual* Retrieval Schedule for additional information.

- 2010–11 Edition IA and AA/IA combined summary reports will be shipped to school districts in October.
- CELDT District Coordinators at districts that test more than 5,000 students with the CELDT will receive an e-mail in October providing approval to place two requests for pick up during the administration month of October.

More information about the topics included in this e-mail is available on the CELDT Web site at <http://www.celdt.org/>. For further inquiries, please contact the CELDT Customer Support Center by phone at 866-850-1039 or by e-mail at support@celdt.org.

Sincerely,

CELDT Project Team
Educational Data Systems

Note: Please do not send a reply to this e-mail message as this e-mail address is not monitored. If you have further questions, please contact the CELDT [Customer Support Center](#).