
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Tuesday, September 24, 2019 7:51 AM
To:
Subject: 2018-19 Summative ELPAC Secure Test Materials Follow-up



Dear :

This is a follow-up to the June email regarding the 2018–19 Summative English Language Proficiency Assessments for California (ELPAC) secure test materials that have not been returned from ETS Internal Recipient. Educational Testing Service (ETS) tracks all secure test materials, those used and returned for scoring and those that have not been used.

The June email included a link to a survey to be completed to indicate whether the LEA would be returning the unused secure test materials to ETS for destruction or would be destroying materials locally. This email has been sent because ETS' records indicate that not all of the LEA's secure test materials have been received, or that the survey was not completed indicating the secure destruction of those test materials locally.

It is critical that **ALL** of the LEA's materials—Test Books, Answer Books, and *Examiner's Manuals*—are returned to the ETS warehouse or securely destroyed locally. **Please respond to the [ELPAC Missing Materials Survey](#) immediately to provide the status of the materials that have not been received.**

Please contact the California Technical Assistance Center by phone at 800-955-2954 or by email at caltac@ets.org with questions about returning or destroying secure ELPAC materials.

Sincerely,

California Technical Assistance Center
Phone: 800-955-2954
Fax: 800-541-8455
Email: caltac@ets.org
Website: <https://www.elpac.org/>