

Subject: ELPAC 2018–19 Edition Initial Assessment Administration and Scoring Training Registration Information  
TO: LEA ELPAC Coordinators  
SEND DATE: January 11, 2018 (three weeks before registration opens)  
PURPOSE: Training registration details



Dear LEA ELPAC Coordinator:

This is a reminder that required registration for the 2018–19 Edition English Language Proficiency Assessments for California (ELPAC) Initial Assessment Administration and Scoring Trainings opens on **Thursday, February 1, 2018**.

The ELPAC Initial Assessment testing window is July 1 through June 30, 2018. To prepare for this test administration, there will be 21 spring Initial Assessment Administration and Scoring Trainings held statewide. The statewide trainings, sponsored by the California Department of Education, will take place from April 10 through May 24, 2018. Additional trainings will be held in August 2018. Dates to be announced. See attached PDF for the schedule or visit the [ELPAC Web site](#).

The <<LEA or Independent Charter School Name>> has been allocated a maximum of <<X>> participants to attend an ELPAC Initial Assessment Administration and Scoring Training. This training will be a training-of-trainers model. All local educational agency (LEA) staff who intend to provide a regional training must also attend the 2018–19 Initial Assessment training before conducting their own. This training will run from 8 a.m. to 4 p.m. for kindergarten through grade twelve LEAs. LEAs serving lonely grades six through twelve will be dismissed at 1:30 p.m. This training series will focus primarily on the local scoring of the Initial Assessment writing.

On January 31, LEA ELPAC Coordinators will receive an e-mail containing registration information for their LEA. Please note that due to the limited number of seats at each training, only the LEA ELPAC Coordinator will be allowed to register participants for the trainings to the LEA's maximum allocation. Any participants registered over the allocation number will be placed on a waiting list.

For more information, visit the [ELPAC Web site](#). For further inquiries about the trainings, please contact the ELPAC Customer Support Center by phone at 844-782-2714 or by e-mail at [ELPAC@ets.org](mailto:ELPAC@ets.org).

Sincerely,

The ELPAC Project Team  
Educational Testing Service