



Student Transferred with an EL Need

Spring 2024 AZELLA Reassessment Test

This form **must** be used for **ALL GRADE LEVELS** for the Spring 2024 AZELLA Reassessment Test.

All students with an EL need are required to be reassessed during the Spring AZELLA Reassessment window of January 29 through March 15, 2024. To ensure that students with an EL need who transfer schools during the Reassessment test window are **only completing the test once**, this form should be completed and given to the AZELLA District or School Test Coordinator within 24-48 hours of the student's school enrollment. After the Spring Reassessment test window closes, the District or School Test Coordinator should keep this form in a locked secure file for one calendar year for tracking and accountability purposes.

Current District: _____ Current School: _____

Student's SSID number: _____ Grade level: _____

Date student enrolled in current school: ____/____/2024

Review the student's **EL70 Report** to obtain the following information:

Date of **most recent** AZELLA test: ____/____/ 20____ **Overall Proficiency Level (OPL):** _____

Mark one (1) of the 4 following circumstances that applies to this student:

____ 1) Based on the student's EL70 Report and the student's Home Language Survey form, the student requires an AZELLA **Placement** Test. This student is **not eligible** to be administered the Spring Reassessment Test.

____ 2) Based on the student's EL70 Report, the student had an OPL of Proficient on the most recent AZELLA test or has a SPED Withdrawal dated **after** the last AZELLA test record and is **not eligible** for any AZELLA testing.

____ 3) Based on the information obtained from the prior school or from the student's EL70 Report, the student completed an AZELLA **Placement Test after January 1, 2024**, and is **not** required to participate in the Spring 2024 Reassessment testing.

____ 4) Based on the student's EL70 Report, **a)** the student has an EL need, **b)** the most recent AZELLA test is dated during the 2022-2023 or the 2023-2024 school year before January 1, 2024, and **c)** the student's OPL is less than proficient. The previous school/district **must be contacted** immediately to determine if the student was administered and completed the Spring 2024 AZELLA Reassessment Test in part or whole while attending the previous school. Document the call below and obtain responses to the questions on the next pages from the prior district/school.

Previous District's Name: _____

Previous School's Name: _____

With whom, at the previous school or district, did you speak with? Date of call: ____/____/2024

Name: _____ Title: _____



SSID: _____ Grade: _____

1. Was the student registered in PearsonAccess^{next} (PAN) by the previous district? ☐ Yes ☐ No

If **yes**, complete questions below.

If **no**, the current school is responsible for registering the student in PAN, assigning the appropriate test, adding the student to a test session(s), and administering the Reassessment Test. You may skip questions 2, 4, and 5. A Work Request should **NOT be submitted** through PAN.

2. Did the student **complete all 5 test units** of the Spring 2024 AZELLA Reassessment Test at the previous school? ☐ Yes ☐ No

If **yes, Stop!** Enter the test completion date as provided by the previous school. **Do not test this student again.** Do **not** submit a Work Request in PAN. Skip the remaining questions. If **no**, complete next questions.

Test Completion Date: ____/____/2024

3. Did this student have an ADE approved Additional Accommodations Request (SPED)? ☐ Yes ☐ No

If **yes**, the AZELLA DTC must contact ADE's AZELLA Team for additional information before testing the student.

4. Which **Units were completed** at the student's prior school? Check all that apply.

☐ Unit 1 ☐ Unit 2 ☐ Unit 3 ☐ Unit 4 ☐ Unit 5

ALL GRADE LEVELS: The AZELLA DTC **must submit a Work Request through PAN** to transfer the test registration to the new school. The test units that were not completed at the previous school must be completed at the new school. Students that were assigned to a test session at their previous school must be moved out of the TRANSFER session and into a grade level appropriate test session(s) at the new school.

5. For **Kindergarten and Grade 1: All** student paper test books (**partially completed** and **completed**) from each school must be submitted to Pearson for scanning and scoring with their own Scorable materials. The student's Pre-ID Label or the student demographics must be completed on the test book and the demographics **MUST MATCH EXACTLY** the demographics that are shown in PearsonAccess^{next} or the test book will not be scored.

The following information from partially completed test books MUST be reported to ADE by the new district before the testing window closes. Test Book Serial Numbers are in blue box at the bottom of a test book page. Both test book numbers must be reported.

Prior school's book # _____ New school's book # _____

When Unit 5 is completed at the new school. **Date Unit 5 was completed:** ____/____/2024

by (Test Administrator's **first and last** names): _____

Print name of person completing this form: _____ Date: ____/____/2024

Signature: _____ Title: _____

AZELLA DTC name: _____

AZELLA DTC Signature _____ Date: ____/____/2024

This form must be kept in a locked secure file with the AZELLA District or School Test Coordinator for one calendar year.