

Spring 2016 Ohio English Language Proficiency Assessment (OELPA)

On-Time Order Window and Pre-ID Guidance

The spring 2016 Ohio English Language Proficiency Assessment (OELPA) order window for paper test materials will be open in [TIDE Jan. 7-15](#). Select the "Paper Orders OELPA Spring 2016" administration.

In order to access the Orders task, DTCs must confirm their contact information and shipping address under the Contact Info task. TIDE will pre-populate district shipping addresses for the Paper Orders OELPA administration with the shipping address listed for the Paper Orders Grades 3-8 administration. DTCs who wish to update their OELPA shipping address must contact the Ohio Help Desk at 1-877-231-7809 to request a change.

Districts can place orders for paper materials at the school-level only during the on-time order window. For paper testers, the test contractor will calculate an automatic district overage based on school orders. All orders are subject to department approval.

Online Testers

For online testers in kindergarten and grade 1, ELPA21 requires a paper component for the writing domain. Districts with kindergarten and grade 1 students taking OELPA online must order paper writing materials for these students. Under the "Kindergarten Online Writing" and "Grade 1 Online Writing" sections of the TIDE order page, DTCs must order:

- Writing books for online testers
- Writing directions for administration (DFA) manuals for online test administrators

Students in grades 2-12 who are testing online do not have a separate paper component for any domain. DTCs will not place paper orders for students testing online in grades 2-12 or their test administrators.

Paper Testers

Paper tests are intended as an accommodation for students or districts unable to test online. Districts that are testing students on paper must order materials in TIDE. Paper materials are available for grade bands: Kindergarten, 1, 2-3, 4-5, 6-8, and 9-12. For each grade band, DTCs will enter quantities by school for these materials:

- Paper tests for students
- Directions for administration (DFA) manuals for test administrators
- Large print paper tests for students who require a large print version of OELPA

Districts whose kindergarten and grade 1 students are testing on paper must order materials under the "Kindergarten Paper" and "Grade 1 Paper" sections of the TIDE order page. If students are testing on paper only, do not order materials under the "Kindergarten Online Writing" and "Grade 1 Online Writing" sections of the TIDE order page.

Braille

Districts with students who require a Braille version of OELPA must contact the Ohio Help Desk (1-877-231-7809 or OHHelpDesk@air.org) to request Braille materials.

Pre-ID Deadline

Districts whose students are testing on paper and who wish to receive Pre-ID labels must submit their Pre-ID data for OELPA students by **Jan. 15** under the "Ohio State Tests 2015-2016" administration in TIDE. Students testing on paper must have the OELPA field marked with a "P" for "Paper." Kindergarten and grade 1 students testing online will receive pre-ID labels as well when marked with an "O" for "Online."

Remember to use the [2015-2016 Pre-ID layout](#). Refer to the [Guidance Document for 2015-2016 Ohio Pre-ID Files](#) for more information. Districts that are testing online must Pre-ID their students in advance of the online test window, which opens Feb. 29.

Additional Information

Additional resources for OELPA will be posted to the [OELPA Portal](#) in 2016.