

E-MAIL COMMUNICATION

SUBJECT: CELDT 2016–17 Edition Pre-Identification (Pre-ID) Expedited Service Window Closes
October 14
DATE SENT: October 6, 2016



EDUCATIONAL
DATA SYSTEMS

Dear CELDT District Coordinator:

The California English Language Development Test (CELDT) 2016–17 Edition Pre-Identification (Pre-ID) Expedited Service Window closes **Friday, October 14, 2016**. This is the last opportunity to upload and submit Pre-ID files during the Annual Assessment (AA) Window. If your district intends to order Pre-ID labels for students tested during the AA Window, please ensure that you have uploaded and submitted your file by this date. As a reminder, files submitted during the Expedited Service Window will be printed and shipped within one week, as long as a hard copy of the purchase order has been received.

Submitting data file(s) and ordering Pre-ID labels are completed online by logging on to the secure [District Portal](#) of the CELDT Web site and selecting the *Pre-ID Data Management* link.

More information on the Pre-ID process, including links to the *2016–17 Pre-ID Data File Layout*, the online Pre-ID application, and the *Pre-ID User Guide* can be found on the [Annual Assessment \(AA\) Pre-ID](#) Web page of the CELDT Web site. Additionally, a [Pre-Identification Tutorial](#) is available and provides information on how to upload, make corrections to, and submit your Pre-ID file(s).

If you have any questions related to this process, 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](#).