

**SUBJECT: CELDT 2017–18 Edition District Initial Order Algorithm E-mail**  
**DATE SENT: March 8, 2017**



## EDUCATIONAL DATA SYSTEMS

Dear CELDT District Coordinator:

The California English Language Development Test (CELDT) 2017–18 Edition Initial Order overage algorithm for all districts will remain the same as last year. However, given that the test population has changed to only Initial Assessment (IA) students, the “size” of your district may have changed. Please read through this e-mail to see if your district’s algorithm has changed.

**Large districts** (districts that order a cumulative total of 101 or more Answer Books in the Initial Order) will receive a five percent district-level overage of test materials and several additional Examiner’s Manuals. Districts will need to provide additional materials to schools as needed from the district overage.

**Small districts** (districts that order 100 or fewer Answer Books in the Initial Order) do not receive a standard percent overage or additional Examiner’s Manuals. Small districts will continue to receive package roundup (extra books above and beyond the order) for the school-level orders. The minimum Answer Book and Test Book package size is four. Therefore, if the order is three or fewer at a given grade/grade span, the school will receive four books.

Beginning March 13, 2017, you can review estimates, edit, and submit your district’s order by logging on to the secure [District Portal](#) and selecting the *Order Management* link. Keep in mind that, since the 2017–18 Edition is for IA students only, the estimates in the Web ordering application are based on the number of IA students returned for the July–October 2016 administration months.

If additional test materials are needed by any district, the CELDT District Coordinator may place an Additional Order beginning Saturday, July 1, 2017.

For further inquiries, please contact the CELDT Customer Support Center by phone at 866-850-1039 or by e-mail at [support@celdt.org](mailto: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](#).