

## 2017–2018 Statewide Testing Schedule and Administration Deadlines

### MCAS High School Tests and Retests, MCAS Alternate Assessment, MCAS/EPP Mathematics Test, and ACCESS for ELLs

|   |   | Date/Time <sup>1</sup>            |
|---|---|-----------------------------------|
| <b>November 2017 MCAS ELA and Mathematics Retests</b> |   |                                   |
| <i>Before Testing</i>                                 | Complete the Student Registration/Personal Needs Profile (SR/PNP) process   | TBD                               |
|   | Receive test materials  | November 1                        |
|   | Complete Principal's Certification of Proper Test Administration (PCPA; Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | November 1–6, 12:00 p.m.          |
|   | ELA Composition Sessions A and B  | November 8                        |
| <i>Test Administration<sup>2</sup></i>                | ELA Reading Comprehension Sessions 1 and 2  | November 9                        |
|   | ELA Reading Comprehension Session 3   | November 14                       |
|   | Mathematics Session 1   | November 15                       |
|   | Mathematics Session 2   | November 16                       |
|   | Last date for regular make-up testing   | November 17 <sup>3</sup>          |
| <i>After Testing</i>                                  | Complete PCPA<br>Schedule UPS pickup  | November 20, 3:00 p.m.            |
|   | Deadline for UPS pickup   | November 21                       |
|   | <b>2018 ACCESS for ELLS Test</b>  |                                   |
| <b>Grades K–12</b>                                    |   |                                   |
| <i>Before Testing</i>                                 | Order test materials  | October 23–November 9             |
|   | Receive test materials  | January 2                         |
|   | Report packing discrepancies, if necessary<br>Order additional materials, if necessary  | January 2–31                      |
|   | <i>Test Administration<sup>4</sup></i>  | ACCESS for ELLs test sessions     |
| <i>After Testing</i>                                  | Schedule UPS pickup   | February 8                        |
|   | Deadline for UPS pickup   | February 9                        |
| <b>February 2018 High School MCAS Biology Test</b>    |   |                                   |
| <i>Before Testing</i>                                 | Complete the SR/PNP process   | TBD                               |
|   | Receive test materials  | January 29                        |
|   | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary  | January 29–February 1, 12:00 p.m. |
|   | <i>Test Administration<sup>2</sup></i>  | Biology Session 1                 |
| Biology Session 2                                     |   | February 6                        |
| Last date for regular make-up testing                 |   | February 8 <sup>5</sup>           |
| <i>After Testing</i>                                  | Complete PCPA<br>Schedule UPS pickup  | February 9, 3:00 p.m.             |
|   | Deadline for UPS pickup   | February 12                       |

<sup>1</sup> Check the [Department's website](#) periodically for updates to this schedule.

<sup>2</sup> See page 4 for information on testing time.

<sup>3</sup> Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed November 20.

<sup>4</sup> ACCESS for ELLs tests for **grades 1–12** will be administered online, with a paper alternative, for each of the following areas: Listening, Reading, Writing, and Speaking (the administration of the **kindergarten** test and the **Alternate ACCESS for ELLs** test will remain paper-based, as in 2017).

The recommended times for each domain (session) across all grade levels is as follows: 40 minutes for Listening, 45 minutes for Reading, 30 minutes for Speaking, 65 minutes for Writing. Students with disabilities may have an entire school day to complete one session (with the exception of the Speaking test, for which they may have up to twice the recommended time to complete).

<sup>5</sup> Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed February 9.

**2017–2018 Statewide Testing Schedule  
and Administration Deadlines *continued***

|  |  | Date/Time <sup>6</sup>  |
|--|--|---|
| <b>March 2018 MCAS ELA and Mathematics Retests</b> |  |   |
| <i>Before Testing</i>                              | Complete the Student Registration/Personal Needs Profile (SR/PNP) process <sup>7</sup>   | TBD   |
|  | Receive test materials   | February 14   |
|  | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | February 14–26, 12:00 p.m.  |
| <i>Test Administration</i> <sup>8</sup>            | ELA Composition Sessions A and B   | February 28   |
|  | ELA Reading Comprehension Sessions 1 and 2   | March 1   |
|  | ELA Reading Comprehension Session 3  | March 2   |
|  | Mathematics Session 1  | March 5   |
|  | Mathematics Session 2  | March 6   |
|  | Last date for regular make-up testing  | March 7 <sup>9</sup>  |
| <i>After Testing</i>                               | Complete PCPA<br>Schedule UPS pickup   | March 8, 3:00 p.m.  |
|  | Deadline for UPS pickup  | March 9   |
|  | <b>2018 MCAS Alternate Assessment (MCAS-Alt)<br/>Grades 3–12</b>   |   |
| <i>Before Conducting the MCAS-Alt</i>              | Order MCAS-Alt materials   | January 8–19  |
|  | Receive MCAS-Alt materials   | Week of February 26   |
|  | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | February 26–March 22, 12:00 p.m. <sup>10</sup>  |
| <i>After Conducting the MCAS-Alt</i>               | Complete PCPA<br>Schedule UPS pickup   | March 29, 3:00 p.m.   |
|  | Deadline for UPS pickup  | March 30  |
|  | <b>March–April 2018 Grade 10 MCAS ELA Test</b>   |   |
| <i>Before Testing</i>                              | Complete the SR/PNP process <sup>7</sup>   | TBD   |
|  | Receive test materials   | March 13  |
|  | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | March 13–23, 12:00 p.m.<br>(March 27–April 3: Order additional materials for the ELA Composition Make-Up) |
| <i>Test Administration</i> <sup>8</sup>            | ELA Composition Sessions A and B   | March 27  |
|  | ELA Composition Make-up Sessions A and B   | April 5   |
|  | ELA Reading Comprehension Sessions 1 and 2   | March 28  |
|  | ELA Reading Comprehension Session 3  | March 29  |
|  | Last date for regular make-up testing  | April 10 <sup>11</sup>  |
| <i>After Testing</i>                               | Complete PCPA<br>Schedule UPS pickup   | April 11, 3:00 p.m.   |
|  | Deadline for UPS pickup  | April 12<br>(April 3: Early/automatic pickup)   |

<sup>6</sup> Check the [Department's website](#) periodically for updates to this schedule.

<sup>7</sup> Adult/external diploma programs, test sites, DYS/SEIS, and other high schools with a special situation should contact the MCAS Service Center at 800-737-5103 to place an order for a total number of materials instead of using the SR/PNP process.

<sup>8</sup> See page 4 for information on testing time.

<sup>9</sup> Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed March 8.

<sup>10</sup>Schools should complete these tasks as soon as materials are received, but have until March 22 to do so.

<sup>11</sup>Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed April 11.

**2017–2018 Statewide Testing Schedule  
and Administration Deadlines *continued***

|  |  | Date/Time <sup>12</sup>                    |
|--|--|--|
| <b>2018 MCAS/EPP Mathematics Test</b>    |  |  |
| <i>Before Testing</i>                    | Download test materials from MassEdu Gateway (formerly known as the Department’s Security Portal)                                    | April 9–May 4                              |
|  | MCAS/EPP Mathematics test sessions   | April 23–May 4                             |
| <i>Test Administration</i> <sup>13</sup> | Last day for make-up testing   | May 4                                      |
|  | Score students’ answer sheets  | May 7–16                                   |
| <i>After Testing</i>                     | Deadline to destroy test booklets  | May 16                                     |
|  | Securely transport materials to the superintendent’s office for storage  | May 7–25                                   |
|  | <b>May 2018 Grade 10 MCAS Mathematics Test</b>   |  |
| <i>Before Testing</i>                    | Complete the Student Registration/Personal Needs Profile (SR/PNP) process <sup>14</sup>  | TBD  |
|  | Receive test materials   | May 9                                      |
|  | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | May 9–21, 12:00 p.m.                       |
|  | Mathematics Session 1  | May 23                                     |
| <i>Test Administration</i> <sup>15</sup> | Mathematics Session 2  | May 24                                     |
|  | Last date for regular make-up testing  | May 30 <sup>16</sup>                       |
|  | Complete PCPA<br>Schedule UPS pickup   | May 31, 3:00 p.m.                          |
| <i>After Testing</i>                     | Deadline for UPS pickup  | June 1<br>(May 29: Early/automatic pickup) |
|  | <b>June 2018 High School MCAS STE Tests<br/>(Biology, Chemistry, Introductory Physics, Technology/Engineering)</b>                   |  |
| <i>Before Testing</i>                    | Complete the SR/PNP process <sup>14</sup>  | TBD  |
|  | Receive test materials   | May 22                                     |
|  | Complete PCPA (Materials Received section)<br>Report packing discrepancies, if necessary<br>Order additional materials, if necessary | May 22–June 1, 12:00 p.m.                  |
|  | STE Session 1  | June 6                                     |
| <i>Test Administration</i> <sup>15</sup> | STE Session 2  | June 7                                     |
|  | Last date for regular make-up testing  | June 12 <sup>17</sup>                      |
|  | Complete PCPA<br>Schedule UPS pickup   | June 13, 3:00 p.m.                         |
| <i>After Testing</i>                     | Deadline for UPS pickup  | June 14                                    |

<sup>12</sup> Check the [Department’s website](#) periodically for updates to this schedule.

<sup>13</sup> The MCAS/EPP Mathematics test is [an option](#) for students to successfully complete the mathematics assessment portion of their [Education Proficiency Plan \(EPP\)](#) in order to meet their Competency Determination graduation requirement. The MCAS/EPP Mathematics test has two separate sessions. Individual test sessions are designed to be completed in 60 minutes.

<sup>14</sup> Adult/external diploma programs, test sites, DYS/SEIS, and other high schools with a special situation should contact the MCAS Service Center at 800-737-5103 to place an order for a total number of materials instead of using the SR/PNP process.

<sup>15</sup> See page 4 for information on testing time.

<sup>16</sup> Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed May 31.

<sup>17</sup> Make-up testing for students with extraordinary circumstances (i.e., students not able to participate in regularly scheduled sessions or make-up sessions) may be completed June 13.

## Recommended Session Lengths for the 2017–2018 MCAS High School Tests

Note that test sessions for high school students will remain untimed for 2017–2018. Changes to testing time for high school tests will be considered when next-generation high school tests are developed.

The high school *Principal's Administration Manuals* will contain additional information and protocols, but to assist schools when establishing schedules, the following information will be relevant.

The high school tests have prescribed test administration dates in order to maintain the security of these tests. Schools are expected to adhere to these dates. Principals should [email the Department](#) if there are extraordinary circumstances.

The June high school STE sessions must be administered on the dates specified below, but it is not necessary to schedule concurrent sessions for the different subject areas (e.g., the Biology test and the Chemistry test may begin at different times).

The tables below show recommended testing times, in minutes, for the 2017–2018 high school MCAS tests and retests.

| <b>November 2017 MCAS ELA Retest, March 2018 MCAS ELA Retest, and Spring 2018 MCAS Grade 10 ELA Test</b> |   |   |   |                                       |
|--|---|---|---|---------------------------------------|
| <b>ELA Composition Sessions A and B recommended testing time</b>   | <b>Session 1 recommended testing time</b> | <b>Session 2 recommended testing time</b> | <b>Session 3 recommended testing time</b> | <b>Total recommended testing time</b> |
| Session A: 45<br>Session B: 45   | 45  | 45  | 45  | <b>225</b>                            |

| <b>November 2017 MCAS Mathematics Retest, March 2018 MCAS Mathematics Retest, and Spring 2018 MCAS Grade 10 Mathematics Test</b> |   |                                       |
|--|---|---------------------------------------|
| <b>Session 1 recommended testing time</b>  | <b>Session 2 recommended testing time</b> | <b>Total recommended testing time</b> |
| 60   | 60  | <b>120</b>                            |

| <b>February 2018 MCAS Biology Test and June 2018 High School MCAS STE Tests<br/>(Biology, Chemistry, Introductory Physics, Technology/Engineering)</b> |   |                                       |
|--|---|---------------------------------------|
| <b>Session 1 recommended testing time</b>  | <b>Session 2 recommended testing time</b> | <b>Total recommended testing time</b> |
| 60   | 60  | <b>120</b>                            |