

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: December 16, 2013

To: High School Principals

Subject: SPRING 2014 DISTRICTWIDE TESTING OF
THE EARLY ASSESSMENT PROGRAM (EAP)

**Department and/or
Persons Concerned:** Principals, Vice Principals, and Testing Coordinators

Due Date: March 21, 2014

Reference: None

Action Requested: Administer the Early Assessment Program (EAP)

Attachment: 2014 EAP Writing Essay Request for Additional Materials

Brief Explanation:

This circular details the testing procedures for districtwide testing at high schools of the essay portion of the *Early Assessment Program (EAP)*. The EAP is a collaborative effort among the California Department of Education (CDE), the California State University (CSU), and the California Community Colleges (CCC). The program was established to provide opportunities for students to measure their readiness for college-level English and mathematics in the junior year of high school, and to facilitate opportunities for them to improve their skills during their senior year.

The EAP is offered to eligible Grade 11, (class of 2015) students. While not a mandated program, the EAP program provides an excellent opportunity for Grade 11 students to bypass a significant hurdle for full entry into the CSU or CCC. In English language arts (ELA), participating Grade 11 students must complete an additional 15 items at the end of the Grade 11 ELA California Standards Test (CST) **and** complete a timed 45-minute essay. The combination of these items will provide a score which the CSU or participating CCC will use to determine if a student will receive a full exemption or conditional exemption from the college English placement test for entering freshman. The conditional exemption from taking the English placement test requires the taking and passing of an approved senior-year course to qualify for a full exemption. **The EAP essay may be administered at any time between February 3 and March 21, 2014.**

To participate in the mathematics part of the EAP, students must complete an additional 15 items at the end of the Algebra II CST or Summative High School Mathematics CST. These additional items, coupled with items from either the Algebra II CST or the Summative High School Mathematics CST, will provide a score used by the CSU or CCC system to determine whether a student will receive a full exemption or a conditional exemption from the college mathematics placement exam. The conditional exemption from taking the mathematics CSU placement test requires the taking and passing of an approved senior-year course to qualify for a full exemption.

Who Can Participate

This program is available to Grade 11, (class of 2015) students only. No other grade levels are eligible to participate in the program. Any Grade 11 student may participate in the EAP Writing Assessment with any accommodations or modifications provided for in the student's IEP or 504 Plan. Students scheduled to take the California Modified Assessment (CMA) are not eligible to participate in the EAP.

Materials Delivery

The EAP essay materials will be delivered to sites between January 27, 2014 and January 31, 2014. Materials will consist of Directions for Administration, essay prompt(s), and student response booklets. A pre-coded response booklet will be provided for all Grade 11 (class of 2015) students enrolled at sites as of December 5, 2013. There will be no supplemental file upload for the EAP Writing Assessment, so any student enrolling after December 5, 2013, who wishes to take the EAP essay must use a hand-coded response booklet.

Additional EAP Essay Materials

If additional EAP essay materials are required at your site, please complete and submit the Request for Additional Materials form (see attachment) to Denise Ormsbee via email at dormsbee@sandi.net or fax to (619) 725-7070.

Return of Test Materials

All EAP essay test materials must be returned to the Assessment Services Processing Center, Annex 10, located at the Eugene Brucker Education Center no later than 4:30 p.m. on Friday, March 21, 2014. EAP test materials **are not** to be returned by truck delivery or by school mail.

Failure to return all EAP essay materials on or before March 21st may result in students at your site NOT receiving an English language arts EAP score.

If you have any questions regarding information in this circular, contact Denise Ormsbee at (619) 725-7059 or dormsbee@sandi.net, or contact Erin Gordon, the District STAR Coordinator, at (619) 725-5687 or egordon@sandi.net.

Erin Gordon
Director
Assessment Services

APPROVED:



Joe Fulcher
Chief Student Services Officer

Distribution: Lists B, D, E, and F

SAN DIEGO UNIFIED SCHOOL DISTRICT
Office of the Chief Student Services Officer
Assessment Services Department

**2014 EAP Writing Essay
Request for Additional Materials**

Name of School: _____

Coordinator: _____

Telephone Number: _____

Please indicate the NUMBER of additional EAP materials you need. Please remember to order only what you need.

EAP SECURE MATERIALS	Number Requested
	Grade 11
EAP Response Booklet	
EAP Writing Prompt	
EAP Directions for Administering	