MCAP Local Students & Accommodations Field Definitions

Version 1.4

MCAP 2020/2021

ELA/L, Mathematics, MISA, Social Studies

Students & Accommodations

MCAP Maryland Comprehensive Assessment Program

Document Revisions

Revision Date	Version	Description
7/30/2020	1.0	Initial Version
12/10/2020	1.1	Updated valid values for dates in columns I, AB, AC, AD, AE Updated language for TTS availability for columns AS, AU, AV
12/18/2020	1.2	Corrected order of Human Signer Test Directions for Mathematics and Science (column CP and CQ)
1/10/2021	1.3	Added verbiage for Update Column indicators
03/01/2021	1.4	Added verbiage on case sensitivity for matching First Name and Last Name.

If assistance is needed, contact the Customer Support Center at **888-639-0690** or visit **support.mdassessments.com** and select **Support.**

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MCAP Maryland Comprehensive Assessment Program

The purpose of this document is to provide the information needed to populate values in the Local Student & Accommodations Import data file. The document contains a table with the list of fields that will be present in the data file. This table also indicates if the field is required, field length requirements, Field Definitions, Expected Values, or criteria for entering valid values, along with the Administration details for the Accommodations. The student record is used to gather demographic information, as well as information regarding a student's testing condition, materials, or accessibility features and accommodations that may be needed to take the assessment.

Checklist Prior to File Import		
1	Verify student demographic fields used for matching criteria are the same between what is populated in the Local Student & Accommodations import data file and what is populated currently in Pearson Access.	☐
2	Verify that all required fields are populated. Required field rows are highlighted in green.	☐
3	All expected values match the values found in this document. Bolded text in the **Expected Values** column must be entered exactly as it appears.	☐
4	Do not delete the header row.	☐
5	Import the file as a Comma Delimited File (.csv file extension).	☐

Student Matching Rules

When student data is imported into Pearson Access, demographic fields are used to identify unique students. When data is updated in Pearson Access, matching rules are applied to these fields to identify if records currently exist within the system. This information will be important for importing Local Student & Accommodation files for the 2020-2021 administrations as many students already exist within Pearson Access from the previous administrations and/or USIS data.

How Matching Works?

Record will match if the SASID (State Assigned Student Identifier) and two out of the three Core Demographic Fields match:

- Last or Surname (Case Sensitive)
- First Name (Case Sensitive)
- Birth Date

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Helpful Hints for the Update Indicator Column:

- I = Insert, this should be used when putting a student into a new organization. Even if the student exists in Pearson Access in another organization the "I" should be used.
- D = Delete, this should be used when removing a student from an organization. If you are placing a student into a new organization, you should either use a separate file to delete/remove students from their previous organization or have a separate row for the student who needs to be removed from their previous organization.
- U = Update, this should be used if a student is in the correct organization, but needs changes to their demographic data, accommodations, or accessibility features.

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
A	Update Indicator (updateIndicator)	Y	1	Identifies rows to be added or updated. If this value is not provided, the record will fail to load.	**I** = Insert **U** = Update **D** = Delete	
B	Customer Code	Y	255	Pearson created unique ID to identify project	**MARYLAND** Must be in uppercase	
C	Organization Code	Y	50	The Organization responsible for administering the test for a student.	Numeric 0-9	
D	Student ID	Y	50	State assigned Student ID (SASID) If loading a student without a State Student ID put "NONE" in this field. The system will generate an ID that will start with N.	Numeric 0-9 NONE	
E	Local ID	N	50	A unique LSS/LEA 24 assigned number	Numeric 0-9 Blank	

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Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
F	First Name	Y	255	The full legal first name given to a person at birth, baptism, or through legal change. Matching Criteria is case sensitive.	Alpha Space	When attempting to create a student the matching criteria for the first name is case sensitive. For example, if a student exists as Janis the student will not be matched under JANIS
G	Last Name	Y	255	The full legal last name borne in common by members of a family. Matching Criteria is case sensitive.	Alpha Space	When attempting to create a student the matching criteria for the last name is case sensitive. For example, if a student exists as Joplin the student will not be matched under JOPLIN
H	Middle Name	N	255	The full legal first name given to a person at birth, baptism, or through legal change.	Alpha Space	
I	Date of Birth	Y	10	The month, day, and year on which a person was born.	mm/dd/yyyy m/d/yyyy mm-dd-yyyy	
J	Enrolled Grade	Y	2	Actual grade student is enrolled to during testing administration.	**03** = Third grade **04** = Fourth grade **05** = Fifth grade **06** = Sixth grade **07** = Seventh grade **08** = Eighth grade **09** = Ninth grade **10** = Tenth grade **11** = Eleventh grade **12** = Twelfth grade	

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
K	Student Email	N	255	Email address of student	Blank Before the @: A-Z, a-z, 0-9, ., _, %, +, `, ~, /, #, $, !, &, ', *, =, ?, ^, {, |, }, - After the @ A-Z, a-z, 0-9 . - After the last period (.), 2-4 in length A-Z, a-z	
L	Reporting School	Y	255	The Organization entered here will be used for aggregation of the student results. The student must be enrolled in both the organization testing at and the organization responsible for receiving the student results.	Numeric 0-9	
M	Gender	N	1	The concept describing the biological traits that distinguish the males and females of a species.	**F** = Female **M** = Male **X** = Non-Binary Blank	
N	American Indian or Alaskan Native	N	1	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community attachment.	**Y** = Yes **N =** No Blank	
O	Asian	N	1	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	**Y** = Yes **N =** No Blank	

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
P	Black or African American	N	1	A person having origins in any of the black racial groups of Africa.	**Y** = Yes **N** = No Blank	
Q	Native Hawaiian or Pacific Islander	N	1	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	**Y** = Yes **N** = No Blank	
R	White	N	1	A person having origins in any of the original peoples of Europe, Middle East, or North Africa.	**Y** = Yes **N** = No Blank	
S	Multi-Race	N	1	A person having origins from different racial backgrounds. If blank, Pearson will derive this if more than two Ethnicities are submitted with a Y.	**Y** = Yes **N** = No Blank	
T	Hispanic Latino	N	1	A person who traces their origin or descent to Mexico, Puerto Rico, Cuba, Central and South America, and other Spanish cultures, regardless of race.	**Y** = Yes **N** = No Blank	

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
U	LEP	N	1	An indication that a limited English proficient (LEP) student is served by an English language instruction educational program supported with Title III of ESEA funds.	**Y** = Yes, currently receiving LEP services **N** = No, not receiving LEP services **E** = Exited the program Blank = Not specified	
V	Economic Disadvantage Status	N	1	An indicator of a student's eligibility to receive Free or Reduced Price Meals under the National School Lunch Program. This includes students who are eligible through annual household applications, "identified students" in a Community Eligibility Provision (CEP) school or LEA, or students who are “directly certified”.	**Y** = Yes **N** = No Blank = Not specified	
W	Student with Disability	N	3	If a student has a disability and an IEP, they are automatically covered by Section 504. If a student has an IEP and needs academic interventions, this should be included in their IEP. The IEP is required to address ALL of a student’s needs that are related to the disability. See more at: http://www.wrightslaw.com/blog/?p=122#sthash.J6Jglx6v.dpuf	**Y** = Student receiving special education services **N** = Student not receiving special education services **E** = Student exited special education services **2** = Code 504 student **3** = Student exited special education service, but enrolled in 504 Blank = Not specified	

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
X	Primary Disability Type	N	3	The major or overriding disability condition that best describes a person's impairment.	**AUT** = Autism **DB** = Deaf-blindness **DD** = Developmental delay **EMN** = Emotional disturbance **HI** = Hearing impairment **ID** = Intellectual Disability **MD** = Multiple disabilities **OI** = Orthopedic impairment **OHI** = Other health impairment **SLD** = Specific learning disability **SLI** = Speech or language impairment **TBI** = Traumatic brain injury **VI** = Visual impairment Blank = Not Specified	
Y	Home LSS	N	50	Required for LEA24 Schools – must be the public LSS of residence for the student.	01-23, 30, 32	
Z	Ship Report Organization	N	50	The Organization where the Individual Student Report (ISR) is to be shipped. If Ship Report Organization is left blank, then the Reporting Organization will be the ship to location.	Numeric 0-9 Blank	
AA	Growth Identifier	N	36		Alphanumeric Hyphen	
AB	Limited English Proficient Eligible Begin Date	N	10	Date LEP services began.	mm/dd/yyyy m/d/yyyy mm-dd-yyyy Blank	
AC	Limited English Proficient Eligible End Date	N	10	Date LEP services ended.	mm/dd/yyyy m/d/yyyy mm-dd-yyyy Blank	

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
AD	Special Education End Date	N	10	Date special education services ended.	mm/dd/yyyy m/d/yyyy mm-dd-yyyy Blank	
AE	English Language Entry Into the US	N	10	Date when the student entered any US school for the first time.	mm/dd/yyyy m/d/yyyy mm-dd-yyyy Blank	
AF	Limited English Proficient Reading Exempt	N	1	LEP students who are in their first year of enrollment in US schools may substitute their score on English Language Proficiency Test for reading test. LEP students must participate in reading test starting in their second year of enrollment in US schools.	**Y** = Yes **N** = No Blank	
AG	ASL – ELA/L	N	1	Used to assign the form administered for computer-based testing. American Sign Language content is provided to the student by a human signer through a video.	**Y** = Yes **N** = No Blank	**ELA**
AH	ASL – Mathematics	N	1	Used to assign the form administered for computer-based testing. American Sign Language content is provided to the student by a human signer through a video.	**Y** = Yes **N** = No Blank	**Math**
AI	ASL – Science	N	1	Used to assign the form administered for computer-based testing. American Sign Language content is provided to the student by a human signer through a video.	**Y** = Yes **N** = No Blank	**Science**
AJ	ASL – Social Studies	N	1	Used to assign the form administered for computer-based testing. American Sign Language content is provided to the student by a human signer through a video.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
AK	Closed Caption – ELA/L	N	1	Used to assign the form administered for computer-based testing. Closed Captioning and subtitling are both processes of displaying text on a television, video screen, or other visual display to provide additional or interpretive information.	**Y** = Yes **N** = No Blank	**ELA**
AL	Closed Caption – Mathematics	N	1	Used to assign the form administered for computer-based testing. Closed Captioning and subtitling are both processes of displaying text on a television, video screen, or other visual display to provide additional or interpretive information.	**Y** = Yes **N** = No Blank	**Math**
AM	Closed Caption – Science	N	1	Used to assign the form administered for computer-based testing. Closed Captioning and subtitling are both processes of displaying text on a television, video screen, or other visual display to provide additional or interpretive information.	**Y** = Yes **N** = No Blank	**Science**
AN	Closed Caption – Social Studies	N	1	Used to assign the form administered for computer-based testing. Closed Captioning and subtitling are both processes of displaying text on a television, video screen, or other visual display to provide additional or interpretive information.	**Y** = Yes **N** = No Blank	**Social Studies**
AO	Refreshable Braille – ELA/L	N	1	Used to assign a computer-based form for Braille in conjunction with Screen Reader. Student uses external device which converts the text from the Screen Reader into Braille.	**Y** = Yes **N** = No Blank	**ELA**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
AP	Refreshable Braille – Mathematics	N	1	Used to assign a computer-based form for Braille in conjunction with Screen Reader. Student uses external device which converts the text from the Screen Reader into Braille.	**Y** = Yes **N** = No Blank	**Math**
AQ	Refreshable Braille – Science	N	1	Used to assign a computer-based form for Braille in conjunction with Screen Reader. Student uses external device which converts the text from the Screen Reader into Braille.	**Y** = Yes **N** = No Blank	**Science**
AR	Refreshable Braille – Social Studies	N	1	Used to assign a computer-based form for Braille in conjunction with Screen Reader. Student uses external device which converts the text from the Screen Reader into Braille.	**Y** = Yes **N** = No Blank	**Social Studies**
AS	Text-to-Speech – ELA/L	N	2	TTS enabled version of the computer-based test read aloud to student. For ELA/L the student will always receive Text + Graphics if they are assigned a TTS form.	**TX** = Text **GR** = Text + Graphics Blank	**ELA**
AT	Text-to-Speech – Mathematics	N	2	TTS enabled version of the computer-based test read aloud to student.	**TX** = Text **GR** = Text + Graphics Blank	**Math**
AU	Text-to-Speech – Science	N	2	TTS enabled version of the computer-based test read aloud to student. For Science the student will always receive Text + Graphics if they are assigned a TTS form.	**TX** = Text **GR** = Text + Graphics Blank	**Science**
AV	Text-to-Speech – Social Studies	N	2	TTS enabled version of the computer-based test read aloud to student. For Social Studies the student will always receive Text + Graphics if they are assigned a TTS form.	**TX** = Text **GR** = Text + Graphics Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
AW	Answer Masking – ELA/L	N	1	Specifies the option to have answer choices for multiple-choice items covered. This is available & enabled for ALL students taking the computer-based tests.	**Y** = Yes **N** = No Blank	**ELA**
AX	Answer Masking – Mathematics	N	1	Specifies the option to have answer choices for multiple-choice items covered. This is available & enabled for ALL students taking the computer-based tests.	**Y** = Yes **N** = No Blank	**Math**
AY	Answer Masking – Science	N	1	Specifies the option to have answer choices for multiple-choice items covered. This is available & enabled for ALL students taking the computer-based tests.	**Y** = Yes **N** = No Blank	**Science**
AZ	Answer Masking – Social Studies	N	1	Specifies the option to have answer choices for multiple-choice items covered. This is available & enabled for ALL students taking the computer-based tests.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BA	Assistive Technology Screen Reader – ELA/L	N	1	Screen Reader Assistive Technology is form tagged to support the Screen Reader use and is used to deliver the computer-based test form. Screen Reader Assistive Technology is a 3rd party external support intended for students who are blind. The Screen Reader is used for browser navigation and access to content. Examples: Jaws, NVDA, ChromeVOX. It can also be used in combination with a Refreshable Braille device for access and response.	**Y** = Yes **N** = No Blank	**ELA**
BB	Assistive Technology Screen Reader – Mathematics	N	1	Screen Reader Assistive Technology is form tagged to support the Screen Reader use and is used to deliver the computer-based test form. Screen Reader Assistive Technology is a 3rd party external support intended for students who are blind. The Screen Reader is used for browser navigation and access to content. Examples: Jaws, NVDA, ChromeVOX. It can also be used in combination with a Refreshable Braille device for access and response.	**Y** = Yes **N** = No Blank	**Math**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BC	Assistive Technology Screen Reader – Science	N	1	Screen Reader Assistive Technology is form tagged to support the Screen Reader use and is used to deliver the computer-based test form. Screen Reader Assistive Technology is a 3rd party external support intended for students who are blind. The Screen Reader is used for browser navigation and access to content. Examples: Jaws, NVDA, ChromeVOX. It can also be used in combination with a Refreshable Braille device for access and response.	**Y** = Yes **N** = No Blank	**Science**
BD	Assistive Technology Screen Reader – Social Studies	N	1	Screen Reader Assistive Technology is form tagged to support the Screen Reader use and is used to deliver the computer-based test form. Screen Reader Assistive Technology is a 3rd party external support intended for students who are blind. The Screen Reader is used for browser navigation and access to content. Examples: Jaws, NVDA, ChromeVOX. It can also be used in combination with a Refreshable Braille device for access and response.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BE	Assistive Technology NonScreen Reader – ELA/L	N	1	Assistive Technology - Non-Screen Reader - Assistive Technology Application (Examples: Co:Writer, Read&Write Gold) used to deliver computer-based test form. Assistive technology that provides magnification or word prediction assistive technology support that requires security pass through to interact with TestNav.	**Y** = Yes **N** = No Blank	**ELA**
BF	Assistive Technology NonScreen Reader – Mathematics	N	1	Assistive Technology - Non-Screen Reader - Assistive Technology Application (Examples: Co:Writer, Read&Write Gold) used to deliver computer-based test form. Assistive technology that provides magnification or word prediction assistive technology support that requires security pass through to interact with TestNav.	**Y** = Yes **N** = No Blank	**Math**
BG	Assistive Technology NonScreen Reader – Science	N	1	Assistive Technology - Non-Screen Reader - Assistive Technology Application (Examples: Co:Writer, Read&Write Gold) used to deliver computer-based test form. Assistive technology that provides magnification or word prediction assistive technology support that requires security pass through to interact with TestNav.	**Y** = Yes **N** = No Blank	**Science**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BH	Assistive Technology NonScreen Reader – Social Studies	N	16	Assistive Technology - Non-Screen Reader - Assistive Technology Application (Examples: Co:Writer, Read&Write Gold) used to deliver computer-based test form. Assistive technology that provides magnification or word prediction assistive technology support that requires security pass through to interact with TestNav.	**Y** = Yes **N** = No Blank	**Social Studies**
BI	Assistive Capturing Responses – ELA/L	N	16	The student's response is captured by an external Speech to Text device, external AT device, Human Scribe or Signer for Constructed Response, Selected Response, Technology Enhanced, item types.	**SpeechToText** **HumanScribe** **HumanSigner** **ExternalATDevice** Blank	**ELA**
BJ	Assistive Capturing Responses – Mathematics	N	16	The student's response is captured by an external Speech to Text device, external AT device, Human Scribe or Signer for Constructed Response, Selected Response, Technology Enhanced, item types.	**SpeechToText** **HumanScribe** **HumanSigner** **ExternalATDevice** Blank	**Math**
BK	Assistive Capturing Responses – Science	N	16	The student's response is captured by an external Speech to Text device, external AT device, Human Scribe or Signer for Constructed Response, Selected Response, Technology Enhanced, item types.	**SpeechToText** **HumanScribe** **HumanSigner** **ExternalATDevice** Blank	**Science**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BL	Assistive Capturing Responses – Social Studies	N	16	The student's response is captured by an external Speech to Text device, external AT device, Human Scribe or Signer for Constructed Response, Selected Response, Technology Enhanced, item types.	**SpeechToText** **HumanScribe** **HumanSigner** **ExternalATDevice** Blank	**Social Studies**
BM	Color Contrast – ELA/L	N	18	Defines access for preference to invert the foreground and background colors.	**Black-Cream** **Black-Lblue** **Black-Lmagenta** **White-Black** **Yellow-Blue** **Dgray-Pgreen** Blank	**ELA**
BN	Color Contrast – Mathematics	N	18	Defines access for preference to invert the foreground and background colors.	**Black-Cream** **Black-Lblue** **Black-Lmagenta** **White-Black** **Yellow-Blue** **Dgray-Pgreen** Blank	**Math**
BO	Color Contrast – Science	N	18	Defines access for preference to invert the foreground and background colors.	**Black-Cream** **Black-Lblue** **Black-Lmagenta** **White-Black** **Yellow-Blue** **Dgray-Pgreen** Blank	**Science**
BP	Color Contrast – Social Studies	N	18	Defines access for preference to invert the foreground and background colors.	**Black-Cream** **Black-Lblue** **Black-Lmagenta** **White-Black** **Yellow-Blue** **Dgray-Pgreen** Blank	**Social Studies**
BQ	Color Overlay – ELA/L	N	1	Locally provided color overlay for the student to place over their paper test.	**Y** = Yes **N** = No Blank	**ELA**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
BR	Color Overlay – Mathematics	N	1	Locally provided color overlay for the student to place over their paper test.	**Y** = Yes **N** = No Blank	**Math**
BS	Color Overlay – Science	N	1	Locally provided color overlay for the student to place over their paper test.	**Y** = Yes **N** = No Blank	**Science**
BT	Color Overlay – Social Studies	N	1	Locally provided color overlay for the student to place over their paper test.	**Y** = Yes **N** = No Blank	**Social Studies**
BU	Dictionary – ELA/L	N	1	The student uses a published bilingual, word-to-word hand-held dictionary that does not include definitions, phrases, sentences, or pictures.	**Y** = Yes **N** = No Blank	**ELA**
BV	Dictionary – Mathematics	N	1	The student uses a published bilingual, word-to-word hand-held dictionary that does not include definitions, phrases, sentences, or pictures.	**Y** = Yes **N** = No Blank	**Math**
BW	Dictionary – Science	N	1	The student uses a published bilingual, word-to-word hand-held dictionary that does not include definitions, phrases, sentences, or pictures.	**Y** = Yes **N** = No Blank	**Science**
BX	Dictionary – Social Studies	N	1	The student uses a published bilingual, word-to-word hand-held dictionary that does not include definitions, phrases, sentences, or pictures.	**Y** = Yes **N** = No Blank	**Social Studies**
BY	Electronic Braille Response – ELA/L	N	1	For a student who is blind or visually impaired, responses are captured by a Braille Writer or Note-taker.	**Y** = Yes **N** = No Blank	**ELA**
BZ	Electronic Braille Response – Mathematics	N	1	For a student who is blind or visually impaired, responses are captured by a Braille Writer or Note-taker.	**Y** = Yes **N** = No Blank	**Math**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
CA	Electronic Braille Response – Science	N	1	For a student who is blind or visually impaired, responses are captured by a Braille Writer or Note-taker.	**Y** = Yes **N** = No Blank	**Science**
CB	Electronic Braille Response – Social Studies	N	1	For a student who is blind or visually impaired, responses are captured by a Braille Writer or Note-taker.	**Y** = Yes **N** = No Blank	**Social Studies**
CC	Extended Time – ELA/L	N	1	Extended time is provided to the student.	**Y** = Yes **N** = No Blank	**ELA**
CD	Extended Time – Mathematics	N	1	Extended time is provided to the student.	**Y** = Yes **N** = No Blank	**Math**
CE	Extended Time – Science	N	1	Extended time is provided to the student.	**Y** = Yes **N** = No Blank	**Science**
CF	Extended Time – Social Studies	N	1	Extended time is provided to the student.	**Y** = Yes **N** = No Blank	**Social Studies**
CG	Frequent Breaks – ELA/L	N	1	Student is allowed to take breaks, at their request, during the testing session.	**Y** = Yes **N** = No Blank	**ELA**
CH	Frequent Breaks – Mathematics	N	1	Student is allowed to take breaks, at their request, during the testing session.	**Y** = Yes **N** = No Blank	**Math**
CI	Frequent Breaks – Science	N	1	Student is allowed to take breaks, at their request, during the testing session.	**Y** = Yes **N** = No Blank	**Science**
CJ	Frequent Breaks – Social Studies	N	1	Student is allowed to take breaks, at their request, during the testing session.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
CK	Handheld Calculator and Math Tools – ELA/L	N	1	The student is allowed to use a calculator as an accommodation, including for items in test sections designated as non-calculator sections. In addition, an arithmetic table (including addition/subtraction and/or multiplication/division charts) and/or manipulatives may be used.	**Y** = Yes **N** = No Blank	**ELA**
CL	Handheld Calculator and Math Tools – Mathematics	N	1	The student is allowed to use a calculator as an accommodation, including for items in test sections designated as non-calculator sections. In addition, an arithmetic table (including addition/subtraction and/or multiplication/division charts) and/or manipulatives may be used.	**Y** = Yes **N** = No Blank	**Math**
CM	Handheld Calculator and Math Tools – Science	N	1	The student is allowed to use a calculator as an accommodation, including for items in test sections designated as non-calculator sections. In addition, an arithmetic table (including addition/subtraction and/or multiplication/division charts) and/or manipulatives may be used.	**Y** = Yes **N** = No Blank	**Science**
CN	Handheld Calculator and Math Tools – Social Studies	N	1	The student is allowed to use a calculator as an accommodation, including for items in test sections designated as non-calculator sections. In addition, an arithmetic table (including addition/subtraction and/or multiplication/division charts) and/or manipulatives may be used.	**Y** = Yes **N** = No Blank	**Social Studies**
CO	Human Signer for Test Directions – ELA/L	N	1	The test directions are signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**ELA**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
CP	Human Signer for Test Directions – Mathematics	N	1	The test directions are signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Math**
CQ	Human Signer for Test Directions – Science	N	1	The test directions are signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Science**
CR	Human Signer for Test Directions – Social Studies	N	1	The test directions are signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Social Studies**
CS	Human Read Aloud – ELA/L	N	1	The test is read aloud to the student by the test administrator.	**Y** = Yes **N** = No Blank	**ELA**
CT	Human Read Aloud – Mathematics	N	1	The test is read aloud to the student by the test administrator. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DF with “spanish”.	**Y** = Yes **N** = No Blank	**Math**
CU	Human Read Aloud – Science	N	1	The test is read aloud to the student by the test administrator. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DG with “spanish”.	**Y** = Yes **N** = No Blank	**Science**
CV	Human Read Aloud – Social Studies	N	1	The test is read aloud to the student by the test administrator. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DH with “spanish”.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
CW	Human Signer – ELA/L	N	1	The test is signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**ELA**
CX	Human Signer – Mathematics	N	1	The test is signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Math**
CY	Human Signer – Science	N	1	The test is signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Science**
CZ	Human Signer – Social Studies	N	1	The test is signed to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Social Studies**
DA	Human Read Aloud Test Directions – ELA/L	N	1	The test directions are read aloud to the student by the test administrator.	**Y** = Yes **N** = No Blank	**ELA**
DB	Human Read Aloud Test Directions – Mathematics	N	1	The test directions are read aloud to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Math**
DC	Human Read Aloud Test Directions – Science	N	1	The test directions are read aloud to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Science**
DD	Human Read Aloud Test Directions – Social Studies	N	1	The test directions are read aloud to the student by the test administrator.	**Y** = Yes **N** = No Blank	**Social Studies**
DE	Language Transadaptation – ELA/L	N	7	Used to assign the form administered for testing based on another language other than English.	**spanish** Blank	**ELA**
DF	Language Transadaptation – Mathematics	N	7	Used to assign the form administered for testing based on another language other than English.	**spanish** Blank	**Math**
DG	Language Transadaptation – Science	N	7	Used to assign the form administered for testing based on another language other than English.	**spanish** Blank	**Science**
DH	Language Transadaptation – Social Studies	N	7	Used to assign the form administered for testing based on another language other than English.	**spanish** Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
DI	Separate or Alternate Testing Location – ELA/L	N	1	Student is tested in specially-assigned location.	**Y** = Yes **N** = No Blank	**ELA**
DJ	Separate or Alternate Testing Location – Mathematics	N	1	Student is tested in specially-assigned location.	**Y** = Yes **N** = No Blank	**Math**
DK	Separate or Alternate Testing Location – Science	N	1	Student is tested in specially-assigned location.	**Y** = Yes **N** = No Blank	**Science**
DL	Separate or Alternate Testing Location – Social Studies	N	1	Student is tested in specially-assigned location.	**Y** = Yes **N** = No Blank	**Social Studies**
DM	Small Group – ELA/L	N	1	Student is tested in a separate location as a small group of students with matching accessibility features, accommodations, or testing needs as appropriate.	**Y** = Yes **N** = No Blank	**ELA**
DN	Small Group – Mathematics	N	1	Student is tested in a separate location as a small group of students with matching accessibility features, accommodations, or testing needs as appropriate.	**Y** = Yes **N** = No Blank	**Math**
DO	Small Group – Science	N	1	Student is tested in a separate location as a small group of students with matching accessibility features, accommodations, or testing needs as appropriate.	**Y** = Yes **N** = No Blank	**Science**
DP	Small Group – Social Studies	N	1	Student is tested in a separate location as a small group of students with matching accessibility features, accommodations, or testing needs as appropriate.	**Y** = Yes **N** = No Blank	**Social Studies**
DQ	Special Equipment or Furniture – ELA/L	N	1	Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat).	**Y** = Yes **N** = No Blank	**ELA**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
DR	Special Equipment or Furniture – Mathematics	N	1	Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat).	**Y** = Yes **N** = No Blank	**Math**
DS	Special Equipment or Furniture – Science	N	1	Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat).	**Y** = Yes **N** = No Blank	**Science**
DT	Special Equipment or Furniture – Social Studies	N	1	Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat).	**Y** = Yes **N** = No Blank	**Social Studies**
DU	Specified Area Setting – ELA/L	N	1	Student is tested in a specialized area or setting (e.g., front of the classroom, seat near the door, library, etc.).	**Y** = Yes **N** = No Blank	**ELA**
DV	Specified Area Setting – Mathematics	N	1	Student is tested in a specialized area or setting (e.g., front of the classroom, seat near the door, library, etc.).	**Y** = Yes **N** = No Blank	**Math**
DW	Specified Area Setting – Science	N	1	Student is tested in a specialized area or setting (e.g., front of the classroom, seat near the door, library, etc.).	**Y** = Yes **N** = No Blank	**Science**
DX	Specified Area Setting – Social Studies	N	1	Student is tested in a specialized area or setting (e.g., front of the classroom, seat near the door, library, etc.).	**Y** = Yes **N** = No Blank	**Social Studies**
DY	Student Read Aloud – ELA/L	N	1	The student reads the assessment aloud to themselves and may use an external device such as a whisper phone. **Note:** The student must be tested in a separate setting.	**Y** = Yes **N** = No Blank	**ELA**
DZ	Student Read Aloud – Mathematics	N	1	The student reads the assessment aloud to themselves and may use an external device such as a whisper phone. **Note:** The student must be tested in a separate setting.	**Y** = Yes **N** = No Blank	**Math**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
EA	Student Read Aloud – Science	N	1	The student reads the assessment aloud to themselves and may use an external device such as a whisper phone. **Note:** The student must be tested in a separate setting.	**Y** = Yes **N** = No Blank	**Science**
EB	Student Read Aloud – Social Studies	N	1	The student reads the assessment aloud to themselves and may use an external device such as a whisper phone. **Note:** The student must be tested in a separate setting.	**Y** = Yes **N** = No Blank	**Social Studies**
EC	Temporary Accommodation – ELA/L	N	255	An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.	Alpha Space Blank	**ELA**
ED	Temporary Accommodation – Mathematics	N	255	An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.	Alpha Space Blank	**Math**
EE	Temporary Accommodation – Science	N	255	An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.	Alpha Space Blank	**Science**
EF	Temporary Accommodation – Social Studies	N	255	An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.	Alpha Space Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
EG	Test Direction Native Language – ELA/L	N	1	The test administrator reads aloud and repeats as needed test directions or clarifies general administration instructions in the student's native language.	**Y** = Yes **N** = No Blank	**ELA**
EH	Test Direction Native Language – Mathematics	N	1	The test administrator reads aloud and repeats as needed test directions or clarifies general administration instructions in the student's native language.	**Y** = Yes **N** = No Blank	**Math**
EI	Test Direction Native Language – Science	N	1	The test administrator reads aloud and repeats as needed test directions or clarifies general administration instructions in the student's native language.	**Y** = Yes **N** = No Blank	**Science**
EJ	Test Direction Native Language – Social Studies	N	1	The test administrator reads aloud and repeats as needed test directions or clarifies general administration instructions in the student's native language.	**Y** = Yes **N** = No Blank	**Social Studies**
EK	Time of Day – ELA/L	N	1	Student is tested during a specific time of day based on their individual needs.	**Y** = Yes **N** = No Blank	**ELA**
EL	Time of Day – Mathematics	N	1	Student is tested during a specific time of day based on their individual needs.	**Y** = Yes **N** = No Blank	**Math**
EM	Time of Day – Science	N	1	Student is tested during a specific time of day based on their individual needs.	**Y** = Yes **N** = No Blank	**Science**
EN	Time of Day – Social Studies	N	1	Student is tested during a specific time of day based on their individual needs.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
EO	Unique Accommodation – ELA/L	N	255	An accommodation required for a student with a disability or an English Learner that is not listed in the MCAP Accessibility Features and Accommodations Manual, but is identified in the student's IEP, 504 plan or ELA plan if approved by the state). **Note:** Unique accommodations must be submitted at least 6 weeks prior to testing to allow adequate time for the state to determine a final decision.	Alpha Space Blank	**ELA**
EP	Unique Accommodation – Mathematics	N	255	An accommodation required for a student with a disability or an English Learner that is not listed in the MCAP Accessibility Features and Accommodations Manual, but is identified in the student's IEP, 504 plan or ELA plan if approved by the state). **Note:** Unique accommodations must be submitted at least 6 weeks prior to testing to allow adequate time for the state to determine a final decision.	Alpha Space Blank	**Math**
EQ	Unique Accommodation – Science	N	255	An accommodation required for a student with a disability or an English Learner that is not listed in the MCAP Accessibility Features and Accommodations Manual, but is identified in the student's IEP, 504 plan or ELA plan if approved by the state). **Note:** Unique accommodations must be submitted at least 6 weeks prior to testing to allow adequate time for the state to determine a final decision.	Alpha Space Blank	**Science**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
ER	Unique Accommodation – Social Studies	N	255	An accommodation required for a student with a disability or an English Learner that is not listed in the MCAP Accessibility Features and Accommodations Manual, but is identified in the student's IEP, 504 plan or ELA plan if approved by the state). **Note:** Unique accommodations must be submitted at least 6 weeks prior to testing to allow adequate time for the state to determine a final decision.	Alpha Space Blank	**Social Studies**
ES	Word Prediction – ELA/L	N	1	The student uses a word prediction external device that provides a bank of frequently or recently-used words as a result of the student entering the first few letters of a word.	**Y** = Yes **N** = No Blank	**ELA**
ET	Word Prediction – Mathematics	N	1	The student uses a word prediction external device that provides a bank of frequently or recently-used words as a result of the student entering the first few letters of a word.	**Y** = Yes **N** = No Blank	**Math**
EU	Word Prediction – Science	N	1	The student uses a word prediction external device that provides a bank of frequently or recently-used words as a result of the student entering the first few letters of a word.	**Y** = Yes **N** = No Blank	**Science**
EV	Word Prediction – Social Studies	N	1	The student uses a word prediction external device that provides a bank of frequently or recently-used words as a result of the student entering the first few letters of a word.	**Y** = Yes **N** = No Blank	**Social Studies**
EW	Braille Tactile Graphics – ELA/L	N	1	A hard copy Braille test booklet is provided with embedded tactile graphics.	**Y** = Yes **N** = No Blank	**ELA**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
EX	Braille Tactile Graphics – Mathematics	N	1	A hard copy Braille test booklet is provided with embedded tactile graphics.	**Y** = Yes **N** = No Blank	**Math**
EY	Braille Tactile Graphics – Science	N	1	A hard copy Braille test booklet is provided with embedded tactile graphics.	**Y** = Yes **N** = No Blank	**Science**
EZ	Braille Tactile Graphics – Social Studies	N	1	A hard copy Braille test booklet is provided with embedded tactile graphics.	**Y** = Yes **N** = No Blank	**Social Studies**
FA	Alternate Representation Paper Test – ELA/L	N	1	Student requires paper and pencil test format as an approved accommodation.	**Y** = Yes **N** = No Blank	**ELA**
FB	Alternate Representation Paper Test – Mathematics	N	1	Student requires paper and pencil test format as an approved accommodation. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DF with “spanish”.	**Y** = Yes **N** = No Blank	**Math**
FC	Alternate Representation Paper Test – Science	N	1	Student requires paper and pencil test format as an approved accommodation. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DG with “spanish”.	**Y** = Yes **N** = No Blank	**Science**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
FD	Alternate Representation Paper Test – Social Studies	N	1	Student requires paper and pencil test format as an approved accommodation. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DH with "spanish".	**Y** = Yes **N** = No Blank	**Social Studies**
FE	Large Print – ELA/L	N	1	A Large Print test booklet is provided with text increased 150% to an 18-point font.	**Y** = Yes **N** = No Blank	**ELA**
FF	Large Print – Mathematics	N	1	A Large Print test booklet is provided with text increased 150% to an 18-point font. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DF with "spanish".	**Y** = Yes **N** = No Blank	**Math**
FG	Large Print – Science	N	1	A Large Print test booklet is provided with text increased 150% to an 18-point font. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DG with "spanish".	**Y** = Yes **N** = No Blank	**Science**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
FH	Large Print – Social Studies	N	1	A Large Print test booklet is provided with text increased 150% to an 18-point font. **Note:** Spanish Transadaptation is available with Human Reader for Mathematics, Science, or Social Studies. To receive this accommodation, populate column DH with "spanish".	**Y** = Yes **N** = No Blank	**Social Studies**
FI	Answers Recorded – ELA/L	N	1	Grades 4-8 and High School, the student records answers directly in the test book. Responses must be transcribed verbatim in an answer document. Responses that have not been transcribed will not be scored.	**Y** = Yes **N** = No Blank	**ELA**
FJ	Answers Recorded – Mathematics	N	1	Grades 4-8 and High School, the student records answers directly in the test book. Responses must be transcribed verbatim in an answer document. Responses that have not been transcribed will not be scored.	**Y** = Yes **N** = No Blank	**Math**
FK	Answers Recorded – Science	N	1	Grades 4-8 and High School, the student records answers directly in the test book. Responses must be transcribed verbatim in an answer document. Responses that have not been transcribed will not be scored.	**Y** = Yes **N** = No Blank	**Science**
FL	Answers Recorded – Social Studies	N	1	Grades 4-8 and High School, the student records answers directly in the test book. Responses must be transcribed verbatim in an answer document. Responses that have not been transcribed will not be scored.	**Y** = Yes **N** = No Blank	**Social Studies**

Column	Field Name (CSV Header)	Required Y/N	Field Length	Field Definitions	Valid Values	Notes or Test Content
FM	Monitor Test Response – ELA/L	N	1	The test administrator or assigned accommodator monitors proper placement of student responses on a test booklet/answer document or within a computer-based test. The test examiner or assigned accommodator cannot assist the student with changing a response.	**Y** = Yes **N** = No Blank	**ELA**
FN	Monitor Test Response – Mathematics	N	1	The test administrator or assigned accommodator monitors proper placement of student responses on a test booklet/answer document or within a computer-based test. The test examiner or assigned accommodator cannot assist the student with changing a response.	**Y** = Yes **N** = No Blank	**Math**
FO	Monitor Test Response – Science	N	1	The test administrator or assigned accommodator monitors proper placement of student responses on a test booklet/answer document or within a computer-based test. The test examiner or assigned accommodator cannot assist the student with changing a response.	**Y** = Yes **N** = No Blank	**Science**
FP	Monitor Test Response – Social Studies	N	1	The test administrator or assigned accommodator monitors proper placement of student responses on a test booklet/answer document or within a computer-based test. The test examiner or assigned accommodator cannot assist the student with changing a response.	**Y** = Yes **N** = No Blank	**Social Studies**