

2009 CELLA Communiqué #6

Delivery of PreID Labels and Preprinted Forms:

- PreID labels are provided for each district
 - PreID labels are packaged by grade within each school
 - PreID labels will arrive separately from the test materials (no later than March 30, 2009)
- Two PreID labels will be provided for each student:
 - The first label is for the answer sheet for grades 3-12 OR for the *Level A Student Test Book* for grades K-2
 - The second label is an extra, if needed
- In addition to the labels the district will receive:
 - Nine (9) preprinted Document Count Forms for each school
 - Two (2) preprinted Answer Document Return Summary Forms for each school

Delivery of 2009 CELLA Testing Materials

- CELLA test materials are scheduled to be delivered from March 30th, 2009 to April 10th, 2009
- K2 Logistics is the carrier that will deliver and pick-up CELLA test materials
- K2 Logistics will contact the districts prior to delivery to work through the logistics
- **KEEP/REUSE** the **brown** boxes to package test materials for return

Supplemental Order Processing

- Supplemental orders can be placed using the online ordering system. To place a supplemental order please go to <http://apptest.fldoe.org/aala/cellaorder/login.aspx>.