

From: [CAI Texas Testing Communication](#)
Subject: MAY 13, 2024, Upcoming Texas Assessment Program Activities
Date: Monday, May 13, 2024 2:48:13 PM

To the Education Service Center and District Staff Members Addressed:

This communication is to inform you of the following upcoming activities for the 2023–2024 Texas Assessment Program.

SPRING 2024 STAAR ADMINISTRATION

The deadline for districts to ship all paper test materials to Pearson for the spring 2024 State of Texas Assessments of Academic Readiness (STAAR®) administration is **May 17, 2024**. All materials should be returned in the same boxes in which they were received using the return labels included in the initial shipment. Refer to the [Return Materials](#) page of the Complete Administrations section of the *District and Campus Coordinator Resources* for more information.

JUNE 2024 STAAR ADMINISTRATION

- Registering OOS and OOD Examinees
As a reminder, registration for out-of-school (OOS) and out-of-district (OOD) examinees must be completed between **May 13** and **May 24, 2024**. The STAAR OOS and OOD Test Site Directory and examinee registration form are available on the [Out-of-School and Out-of-District Testing](#) page of the Texas Assessment website.
- Creating Online Test Sessions
Beginning **May 28**, testing personnel may create test sessions for the June 2024 administration in the Test Administrator Interface of the Test Delivery System (TDS). For instructions on how to create a test session, refer to the [TDS User Guide](#) or the [How to Create Test Sessions](#) training video in the *Coordinator Resources*.
- Setting Eligibility Fields
District testing personnel must set first-time testers' *June End of Course Eligibility* fields to "Yes" in the Test Information Distribution Engine (TIDE). For retesters who are registered in TIDE, Cambium Assessment, Inc. (CAI) will mark the retester flag and set the June end-of-course eligibility value by **May 30**. District personnel may use the *Additional Student Fields* template to update students' *June End of Course Eligibility* fields in TIDE.

District personnel must indicate student eligibility for a special paper administration of STAAR and ensure students are appropriately registered in TIDE by **May 30** to receive sufficient paper materials in the initial order shipment. Initial order shipments will arrive in districts by June 17. District personnel may place additional orders **June 13–24** for students whose eligibility for paper testing is updated after May 30.

For questions or assistance regarding the information in this communication, contact Texas Testing Support at 833-601-8821, TexasTestingSupport@cambiumassessment.com, or [TexasAssessment.gov](#) via [live chat](#).