

NYSESLAT FAQ Return Instructions 2022-23

- Question:** Should I register my box of answer sheets?
Answer: Answer sheets should be kept separate from booklets and **do not** need to be registered on OSC's box registration website.
- Question:** If I want OSC to return my scored booklets, what do I need to put on the box before I deliver it to ESBOCES/Sequoia?
Answer: Two labels need to be attached:

 - A **Purple Pearson return label** must be affixed to the outside of each box being returned to us. The labels are building specific. If you are missing or do not have enough Pearson Purple labels to put on all of the boxes please write:
 - The school name
 - The Building BEDS code
 - The word "Nonscorable"
 - OSC World Box Registration Label <https://status.oscworld.com>
- Question:** Do I need a UPS Return Label if I am having OSC return the scored booklets back to Pearson for our district?
Answer: No UPS Return Label is needed on the boxes being returned to Pearson by OSC.
- Question:** How should I group my NYSESLAT tests?
Answer: The NYSESLAT should be grouped by building then level, in groups of 25 students (75 booklets)
- Question:** I only have a few tests per building. How should I package them?
Answer: Place all the tests from one building into one envelope. Make sure the following information is on the outside of the envelope:

 - The school name
 - The Building BEDS code
 - The word "Nonscorable"

Place all envelopes into one box from your district with all buildings BEDS codes on the outside of the box.
- Question:** The Pearson Student pre-printed ID labels are incorrect or missing. What should we do?
Answer: Districts can ignore the procedure to apply the Pearson Student pre-printed ID label to the NYSESLAT.
- Question:** My NYSESLAT assessments need to be scored. Why are we writing "Nonscorable" on the box?
Answer: Pearson will not be scoring the test material, just tracking return and storage. At Pearson they have separate addresses for scorable versus nonscorable scanning of returned testing materials so that's why our Purple shipping labels use the "nonscorable" description.