

This document contains guidance on the identification and placement process for newly arrived English learners in your state. WIDA and your state education agency have worked together to provide this outline of policies, procedures, assessment options, test administrator training requirements, and criteria for placement in EL services. This document is updated each spring and throughout the year per SEA request.

For questions related to state policy, please contact:

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For questions related to WIDA’s website, resources, or assessments, please contact the WIDA Client Services Center at help@wida.us or (866) 276-7735.

Initial Assessment and Identification

Questions/Topic	State-specific Guidance
Process Overview	<p>Educators must refer to the Michigan Entrance & Exit Protocol (EEP) found on the Title III – English Learner & Immigrant Education Programs page for specific details. However, the general steps for identification are:</p> <ol style="list-style-type: none"> 1) A ‘yes’ to either question on Michigan’s Home Language Survey 2) Student is assessed using the WIDA Screener 3) Educators review the criteria in the EEP to make an EL eligibility determination 4) Educators enter screener scores in the OEAA Secure Site 5) Educators communicate to pupil accounting staff which students are eligible for EL services so that proper identification can happen in the Michigan Student Data System (MSDS)
Timelines	<p>Michigan follows the Federal guidelines as outlined in ESSA. Educators have 30 school days from the start of the new school year to identify and inform parents of eligibility for language services. If students arrive during the school year, schools have 2 weeks (10 school days) in which to identify students.</p>

Initial Assessment and Identification

<p>Home Language Survey</p>	<p>For the 2024-25 school year, schools must use these Michigan State approved Home Language Survey questions in order to determine if a student may be considered an EL and eligible for language services. However, MDE has adopted a new Home Language Survey to be implemented for the 2025-26 school year. Schools may pilot the new questions but should refer to this memo for additional information: Announcing the Home Language Survey Update for 2025-26 (michigan.gov). The new Home Language Survey questions are expected to be available at Home Language Surveys (michigan.gov).</p> <p>The Home Language Survey should be given to the parents/guardians only once, upon enrollment for the first time in a Michigan school district. Educators must keep this original Home Language survey in the student's permanent record file/CA 60 and transfer the file upon request from another district to which the student may transfer.</p>
<p>State Approved Assessments</p>	<p>Kindergarten: Educators must use the WIDA Screener for Kindergarten</p> <p>Grades 1-12: Educators must use the WIDA Screener</p> <p>Students with disabilities: Educators must use the WIDA Screener for Kindergarten or the WIDA Screener depending on the student's grade of enrollment</p> <p>Please note that there are specific times of year when, for example, a first grader may actually be taking the WIDA Screener for Kindergarten. More information about when to administer which grade level screener can be found in the Michigan Guide to the WIDA Screener.</p>
<p>Paper Based Screener Costs</p>	<p>The WIDA Screener Online is free for schools to use. Districts requiring paper/pencil materials for the WIDA Screener for Kindergarten or WIDA Screener Paper/Pencil must use the Michigan Order Form available at www.michigan.gov/wida so that MDE can pay for the costs associated with those materials directly. Districts not using this form will not have their cost reimbursed.</p>

Initial Assessment and Identification

Identification/Placement Criteria	<p>Exit Criteria:</p> <p>Please refer to Michigan’s Entrance and Exit Protocol (EEP) for the most up to date information.</p> <hr/> <p>Identification Criteria:</p> <p>Michigan’s Entrance and Exit Protocol (EEP) requires districts to utilize the Home Language Survey and the results of the WIDA Screener for Kindergarten or WIDA Screener to identify students as ELs. Students not scoring at the thresholds identified in the EEP on the WIDA Screener for Kindergarten or WIDA Screener are identified as ELs. Placement in services takes into account all of the results that the student received from the entrance assessments as well as their prior educational background, their current age, and future goals. Schools must have a pre-planned Language Assistance Program that they provide to students, based upon their WIDA proficiency levels but this plan should be customized to the needs and goals of the student.</p> <p>Please refer to the EEP for more information.</p>
Other Useful Resources or Information	<p>The vast majority of Michigan specific information about the WIDA Screener can be found in the Michigan Guide to the WIDA Screener, the EEP, and chapters specific to WIDA in the Michigan Assessment Coordinator Training Guide.</p>

Test Administrator Training and Certification

Question/Topic	State-specific Guidance
Test Administrator Qualifications	Please refer to the Michigan Guide to the WIDA Screener for the most up to date information.
Test Administrator Training Requirements	Please refer to the Michigan Guide to the WIDA Screener for the most up to date information. New for 2024-25: WIDA Screener training courses will be available on the WIDA Secure Portal July 1, 2024.
Website Permissions	Please refer to the Michigan Guide to the WIDA Screener and the WIDA Screener Preparation and Administration Assessment Coordinator Training chapter for the most up to date information about permissions needed for the various sites a Test Coordinator and Test Administrator may need access to.

EL Program Requirements – Services & Support

Question/Topic	State-specific Guidance
EL Services or Program Requirements	Districts are required to offer EL services to all students that qualify for English Learner supports. The supports must be of sufficient intensity and duration that they will produce a likely positive outcome for the student in a reasonable time. Therefore, 30 minutes of support three times per week for a level 1 student is not sufficient. LEAs must provide support in both English Language Development (ELD) as well as meaningful access to the core curriculum for all ELs.
Declining Services	Parents have the right to decline services and can decline services at any point in time during a school year in writing. This must be renewed annually in writing with the district. Parents are able to decline services but all ELs are required to take the WIDA ACCESS for ELLs or the WIDA Alternate ACCESS for ELLs annually. LEAs must monitor students that have declined services and provide additional supports through Title I to meet the students' needs.