

This document contains guidance on the identification and placement process for newly arrived English language 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 ELL 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](mailto:help@wida.us) or (866) 276-7735.

### Initial Assessment and Identification

Questions/Topic	State-specific Guidance
<b>Process Overview</b>	<p>The Michigan Department of Education is anticipating that schools will begin using the new WIDA Screener for Kindergarten for the 2022-23 school year. Please look for more information about training and the rollout through the coming school year in the <a href="#">Spotlight</a>. The Kindergarten W-APT will no longer be available for use after June 30<sup>th</sup>, 2022.</p> <p>Educators must refer to the Michigan Entrance &amp; Exit Protocol (EEP) found on the <a href="#">Title III – English Learner &amp; Immigrant Education Programs page</a> for specific details. However, the general steps for identification are:</p> <ol style="list-style-type: none"> <li>1) A ‘yes’ to either question on Michigan’s <a href="#">Home Language Survey</a></li> <li>2) Student is assessed using the WIDA Screener</li> <li>3) Educators review the criteria in the EEP to make an EL eligibility determination</li> <li>4) Educators enter screener scores in the OEAA Secure Site</li> <li>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)</li> </ol>

## Initial Assessment and Identification

<b>Timelines</b>	Michigan follows the Federal guidelines as outlined in <a href="#">ESSA</a> . 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.
<b>Home Language Survey</b>	Schools must use the Michigan State approved <a href="#">Home Language Survey</a> questions in order to determine if a student may be considered an EL and eligible for language services. 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 the to which the student may transfer.
<b>State Approved Assessments</b>	<p><b>Kindergarten:</b> Educators must use the WIDA Screener for Kindergarten</p> <p><b>Grades 1-12:</b> Educators must use the WIDA Screener</p> <p><b>Students with disabilities:</b> 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 <a href="#">Michigan Guide to the WIDA Screener</a>.</p> <p>Educators must begin using the new WIDA Screener for Kindergarten beginning in August of 2022.</p>

## Initial Assessment and Identification

<b>Paper Based Screener Costs</b>	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 <b>must use the Michigan Order Form</b> available at <a href="http://www.michigan.gov/wida">www.michigan.gov/wida</a> so that MDE can pay for the costs associated with those materials directly. <b>Districts not using this form will not have their cost reimbursed.</b>
<b>Identification/Placement Criteria</b>	<p><b>Exit Criteria:</b></p> <p>Please refer to <a href="#">Michigan’s Entrance and Exit Protocol (EEP)</a> for the most up to date information.</p> <p><b>Identification Criteria:</b></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 <a href="#">EEP</a> 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 <a href="#">EEP</a> for more information.</p>
<b>Other Useful Resources or Information</b>	The vast majority of Michigan specific information about the WIDA Screener can be found in the <a href="#">Michigan Guide to the WIDA Screener</a> , the <a href="#">EEP</a> , and <a href="#">chapters specific to WIDA in the Michigan Assessment Coordinator Training Guide</a> .

### Test Administrator Training and Certification

Question/Topic	State-specific Guidance
<b>Test Administrator Qualifications</b>	Please refer to the <a href="#">Michigan Guide to the WIDA Screener</a> for the most up to date information.
<b>Test Administrator Training Requirements</b>	Please refer to the <a href="#">Michigan Guide to the WIDA Screener</a> for the most up to date information.
<b>Website Permissions</b>	Please refer to the <a href="#">Michigan Guide to the WIDA Screener</a> and <a href="#">the WIDA Screener Preparation and Administration Assessment Coordinator Training chapter</a> for the most up to date information about permissions needed for the various sites a Test Coordinator and Test Administrator may need access to.

### ELL Program Requirements – Services & Support

Question/Topic	State-specific Guidance
<b>ELL Services or Program Requirements</b>	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.
<b>Declining Services</b>	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.