

## Instructions on Hand Bubbling WIDA Books

1. **If a student has a label**, you only need to fill out the Date of Testing (please use the last day the student(s) completed testing) and have the student write their name only in the Last name and First name boxes.
2. **If a student does not have a label**, **use a District/School label (yellow)** and complete the front and back cover of the booklet. See page 37 of the Test Administration Manual (TAM) for Grades 1-12. Bubble the following (starting on page 40 of the TAM):
  1. Date of Testing (please use the last day the student(s) completed testing).
  2. Last Name, First Name, MI (for a hyphenated name leave a blank space and nothing bubbled below)
  3. District Name: Perry /School Name
  4. Native Language: Look up the code on this link:  
<http://websites.msdp.k12.in.us/ell/files/2014/11/Language-Codes-version-9-4-15.pdf>
  5. State Name: IN
  6. Grade level: use 00 for kindergarten, 01 for first, and etc.
  7. Length in LEP/ELL program: print the number of years (rounded down) the student has been enrolled in an ELL program. Less than a year is 00, one year is 01, and etc.
  8. Gender
  9. Racial/Ethnic Group: Part 1 select one ethnicity, Part 2 select all races that apply
  10. Birthdate
  11. Date first enrolled in US
  12. IEP Status: Y or N
  13. Title III Status: Leave it blank for now
  14. Migrant: Leave it blank
  15. 504 Plan: Y if student has one
  16. State ID Number : Start at left
  17. State Defined Optional Data: Leave it blank
  18. District Student ID Number: Start at left, put in 6 digit Perry student number
  19. District Defined Data: Leave it blank
  20. Accommodations: If accommodations are marked in WIDA AMS you do not need to bubble in here.
  21. Bilingual: Leave it blank
  22. State Support: Leave it blank