
From: CalTAC <CalTAC@info.ets.org>
Sent: Monday, June 3, 2019 1:56 PM
To:
Subject: CAASPP: Reminder to Submit Purchase Orders



Measuring the Power of Learning.™

Dear LEA CAASPP Coordinator:

If you have not already, please submit a purchase order (P.O.) for any optional paper CAASPP Student Score Reports (SSRs) or paper SSRs prestuffed in envelopes that you have ordered. In order for Educational Testing Service (ETS) to invoice for these optional services by the end of the fiscal year, the California Technical Assistance Center (CalTAC) must have a P.O. on file by **June 14, 2019**. P.O.s are required for local educational agencies (LEAs) that have used any of the following services during the current CAASPP administration:

- Paper SSRs (if selected):
 - \$1.48 per SSR set, no envelope
 - \$2.00 per SSR set, with the paper SSRs in an envelope

Please submit any applicable P.O. to CalTAC by fax at 800-541-8455 or by email at caltac@ets.org. It is not necessary to mail a hard copy.

You can direct questions about P.O. submittal to CalTAC by phone at 800-955-2954 or by email at caltac@ets.org.

Sincerely,

California Technical Assistance Center

Phone: 800-955-2954

Fax: 800-541-8455

Email: caltac@ets.org

Website: <http://www.caaspp.org/>

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