

# Sample Completed Answer Booklet Front Cover When Student ID Label Is Used

<h2 style="margin: 0;">Biology</h2>	<b>MASSACHUSETTS COMPREHENSIVE ASSESSMENT SYSTEM</b> Spring 2023 Test & Answer Booklet	<h2 style="margin: 0;">High School</h2>
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(PLEASE PRINT)

Test Administrator's Name: \_\_\_\_\_

School Name: Sample School

District Name: Sample District

## Session 1

- MARKING INSTRUCTIONS**
- Use a No. 2 pencil only.
  - Do not use ink, ballpoint, or felt-tip pens.
  - Make solid marks that fill the circles completely.
  - Erase cleanly any marks you wish to change.
  - Do not make any stray marks on this form.
  - Do not fold, tear, or damage this form.

### STUDENT NAME GRID

LAST NAME										FIRST NAME										MI	
W	A	R	D							J	O	H	N							D	
○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D
E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F
G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G
H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H	H
I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I
J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J	J
K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K
L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L
M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q
R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U
V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V
W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z

BIRTHDATE			
MONTH	DAY	YEAR	
JAN	1		
FEB	2		
MAR	3	0	0
APR	4	1	1
MAY	5	2	2
JUN	6	3	3
JUL	7	4	4
AUG	8	5	5
SEP	9	6	6
OCT	10	7	7
NOV	11	8	8
DEC	12	9	9

STATE-ASSIGNED STUDENT IDENTIFIER (SASID)									
1	0								
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9

PR-SPG-23

**Notes:** 1. This MCAS test & answer booklet is secure. It may not be duplicated in any way. **This test & answer booklet must be returned as directed.**  
 2. Results may not be reported correctly if a valid SASID is not provided.

WARD, JOHN D	10001000	DOB: 08/21/06
1012345678		



# Sample Completed Answer Booklet Front Cover When Student ID Label Is NOT Used

<h2 style="margin: 0;">Biology</h2>	<b>MASSACHUSETTS COMPREHENSIVE ASSESSMENT SYSTEM</b> Spring 2023 Test & Answer Booklet	<h2 style="margin: 0;">High School</h2>
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(PLEASE PRINT)

Test Administrator's Name: \_\_\_\_\_

School Name: Sample School

District Name: Sample District

## Session 1

- MARKING INSTRUCTIONS**
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  - Do not use ink, ballpoint, or felt-tip pens.
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  - Do not make any stray marks on this form.
  - Do not fold, tear, or damage this form.

**STUDENT NAME GRID**

LAST NAME												FIRST NAME												MI
W	A	R	D									J	O	H	N							D		
○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○		
A	●	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A		
B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B	B		
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C		
D	D	●	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	●		
E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E		
F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F		
G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G		
H	H	H	H	H	H	H	H	H	H	H	H	H	●	H	H	H	H	H	H	H	H	H		
I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I		
J	J	J	J	J	J	J	J	J	J	J	J	J	●	J	J	J	J	J	J	J	J	J		
K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K	K		
L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M		
N	N	N	N	N	N	N	N	N	N	N	N	N	●	N	N	N	N	N	N	N	N	N		
O	O	O	O	O	O	O	O	O	O	O	O	O	●	O	O	O	O	O	O	O	O	O		
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q		
R	R	●	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R		
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S		
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T		
U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U		
V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V		
●	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W		
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z		


**BIRTHDATE**

MONTH	DAY	YEAR
JAN	①	
FEB	②	2 1 2 0 0 6
MAR	③	0 0 ● ●
APR	④	1 ● ① 1 1
MAY	⑤	● ② ● 2 2
JUN	⑥	3 3 ● 3 3
JUL	⑦	4 ● 4 4
AUG	●	5 ● 5 5
SEP	⑨	6 ● 6 6
OCT	⑩	7 ● 7 7
NOV	⑪	8 ● 8 8
DEC	⑫	9 ● 9 9

**STATE-ASSIGNED STUDENT IDENTIFIER (SASID)**

1	0	1	2	3	4	5	6	7	8
●	●	0	0	0	0	0	0	0	0
●	1	●	1	1	1	1	1	1	1
2	2	●	2	2	2	2	2	2	2
3	3	3	●	3	3	3	3	3	3
4	4	4	4	●	4	4	4	4	4
5	5	5	5	5	●	5	5	5	5
6	6	6	6	6	6	●	6	6	6
7	7	7	7	7	7	7	●	7	7
8	8	8	8	8	8	8	8	●	8
9	9	9	9	9	9	9	9	9	9

**Notes:** 1. This MCAS test & answer booklet is secure. It may not be duplicated in any way. This test & answer booklet must be returned as directed.  
2. Results may not be reported correctly if a valid SASID is not provided.



N L P

Place Student ID Label centered in this box.



## Answer Booklet Inside Back Cover

### TO BE COMPLETED BY PRINCIPAL OR DESIGNEE

Refer to the *Principal's Administration Manual* for instructions on completing these sections on the inside and outside back covers of the test & answer booklet.

#### ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

This student with a disability has an IEP or 504 plan (or a 504 plan is being developed) and was provided with the accommodations indicated below to complete the Biology test.

- Large-print (Accommodation A2)
- Braille (Accommodation A3.2)
- Typed Response (Accommodation A12)

Please refer to the *Principal's Administration Manual* for instructions on the return of materials for students with disabilities using the large-print, Braille, or typed response accommodation.

**IMPORTANT:** Schools must identify selected accommodations for each student in the student's Personal Needs Profile (PNP) in PearsonAccess<sup>next</sup> (PAN). If accommodations were not uploaded in the PNP or were uploaded incorrectly, schools must correct the data in PAN.

The Department reserves the right to invalidate results for students who use accommodations that are not documented in their IEPs or 504 plans.

**NOTE:** Do **not** submit an assigned MCAS test & answer booklet for a student who is participating in the MCAS Alternate Assessment (MCAS-Alt) in this content area. The principal or designee must instead submit an MCAS-Alt Student Identification Booklet (SIB) for each student who participates in the MCAS-Alt.

# Answer Booklet Outside Back Cover

## TO BE COMPLETED BY PRINCIPAL OR DESIGNEE

Refer to the *Principal's Administration Manual* for instructions on completing these sections on the inside and outside back covers of the test & answer booklet.

### ABSENCE

- This student was absent **with medical documentation** for **one or both** Biology test sessions (documentation on file at the school).

**Note:** There is no need to also indicate the student's medically documented absence in PearsonAccess<sup>next</sup>.

#### Other Absences

A student will be reported as absent if there are no responses in one or both Biology test sessions.

If a student responded to any questions, submit the booklet with other students' used test & answer booklets in the return shipment. Test item analysis results will be reported for these test questions.

If the booklet has been assigned to a student (using a Student ID Label or the student's information is filled in on the front cover), but the student did not respond to any test questions in this booklet, do **not** submit it with other students' used test & answer booklets. Instead, mark the booklet as void by filling in the circle below in the "VOID TEST & ANSWER BOOKLET" section, write VOID in large letters across the front cover, and place the booklet in the Void Envelope in the return shipment.

### CHANGE OF ENROLLMENT STATUS

#### Removed from Enrollment

- This student participated in **one but not both** Biology test sessions because the student transferred **out of the school** during the Biology testing window.

**NOTE: Do not submit** an assigned MCAS test & answer booklet for a student who transferred out of the school during the Biology testing window and did not participate **in any Biology test sessions**.

#### Added to Enrollment

- This student participated in **one but not both** Biology test sessions because the student transferred **into the school** during the Biology testing window.

**NOTE: Do not submit** an assigned MCAS test & answer booklet for a student who transferred into the school during the Biology testing window and did not participate **in any Biology test sessions**.

### VOID TEST & ANSWER BOOKLET

- This is a **VOID** booklet and **WILL NOT** be scored. No student results will be reported from this booklet.

PR-SPG-23

DESE Use Only	
0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

**desè** MASSACHUSETTS  
Department of Elementary  
and Secondary Education

