



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

OSSE GUIDANCE LETTER - ADULT AND FAMILY EDUCATION (OGL-AFE) 2 – 2024

DATE: Feb. 27, 2024

TO: OSSE Adult and Family Education Sub-grantees,
Workforce Innovation and Opportunity Act (WIOA) Core Partners, and
Other DC Agencies and Providers
Implementing the Comprehensive Adult Student Assessment Systems (CASAS)

FROM: J. Michelle Johnson, State Director, OSSE Adult and Family Education

RE: CASAS New and Expiring Assessments – Guidance for CASAS Administration

The Office of the State Superintendent of Education, Adult and Family Education (OSSE AFE) announces a change in the approved Comprehensive Adult Student Assessment Systems (CASAS) tests that DC providers and partners can use to assess and measure the performance and progress of adult students in OSSE AFE-funded programs or at partner agencies.

Expiring CASAS Assessments

The CASAS assessments noted below in Chart 1 will expire for Adult Basic Education (ABE)/Adult Secondary Education (ASE) and English as a Second Language (ESL)/English learners (ELs) on June 30, 2024. Therefore, effective immediately and/or no later than July 1, 2024, OSSE AFE-funded programs and partner agencies who administer assessments for placement and/or educational purposes to ABE/ASE and English as a Second Language (ESL) students must use the approved CASAS paper tests or computer eTests noted in Chart 2 - National Reporting System (NRS) Approved CASAS Assessments. These tests have been determined to be suitable for use in the US Department of Education (USDE) National Reporting System (NRS) for Adult Basic Education students and English learners.

OSSE AFE-funded providers and partners must pre- and post-test students using the same series; only validity matched pairs of assessments within the same CASAS series are allowable for reporting student gains. Therefore, please ensure that students who have been pre-tested using one of the tests listed in Chart 1 are post-tested with the same series before June 30, 2024. For example, a student who has been administered a CASAS Life and Work Reading pre-test and/or a GOALS Math pre-test must be administered a CASAS Life and Work Reading post-test and a GOALS Math post-test before June 30, 2024. Agencies may not administer the new CASAS Reading STEPS or new GOALS Math 2 Series listed below in Chart 2 as a post-test for students who have been pre-tested with one of the expiring series noted in Chart 1.

For OSSE AFE-funded providers, WIOA Core Partners and other DC agencies and providers that use CASAS eTests in the DC State Container, the approved assessments become available on Feb. 26, 2024. For your convenience, OSSE AFE, in collaboration with CASAS, has prepared new testing sessions with the approved assessments.

The testing sessions titled “OSSE ABE” in CASAS eTests include the Reading Greater Opportunities for Adult Learning Success (GOALS) series and Math GOALS series for Adult Basic Education students. **The new testing session titled “OSSE ABE 2” in CASAS eTests will include the Reading GOALS series and Math GOALS 2 series for Adult Basic Education students.**

The testing sessions titled “OSSE ESL” in CASAS eTests include the Life and Work Reading series, Life and Work Listening series, and Math GOALS series, as appropriate, for English Language Learners. **The new testing session titled “OSSE ESL 2” will include the new Reading Student Test of English Progress and Success (STEPS) series, new Listening STEPS series and new Math GOALS 2 series for Adult Basic Education students.**

Additional information about the National Reporting System (NRS) Levels, CASAS Scale Score Ranges and Grade Level Equivalents (GLEs) is noted below in Chart 3 - CASAS Correlation Charts.

CHART 1: EXPIRING CASAS ASSESSMENTS (PAPER TESTS AND COMPUTER eTESTS)
CASAS Assessments with National Reporting System (NRS) Approval for Adult Basic Education (ABE) and Adult Secondary Education (ASE) Students
<u>CASAS Reading Assessments</u> (Expire on June 30, 2024) <ul style="list-style-type: none"> CASAS Life and Work Reading Assessments: Forms 81, 82, 81X, 82X, 83, 84, 85, 86, 185, 186, 187 and 188.
<u>CASAS Math Assessments</u> (Expire on June 30, 2024) <ul style="list-style-type: none"> CASAS Math GOALS Assessments: Forms 913, 914, 917, and 918.
CASAS users are advised to shred all paper-based copies of expiring assessments.
CASAS Assessments with National Reporting System (NRS) Approval for English as a Second Language (ESL)/English Language Learners (ELL)
<u>CASAS Listening Assessments</u> (Expire on June 30, 2024) <ul style="list-style-type: none"> CASAS Life and Work Listening Assessments: Forms 981, 982, 983, 984, 985, and 986.
CASAS users are advised to shred all paper-based copies of expiring assessments.

CHART 2: NATIONAL REPORTING SYSTEM (NRS) APPROVED CASAS ASSESSMENTS

Please note that appraisals do not require approval for the National Reporting System. An appraisal is administered solely to determine “placement” into the appropriate pre-test level and form. Only pre-tests and post-tests, which must be approved for the National Reporting System, may be used to measure student performance, progress, and outcomes.

**CASAS Assessments with NRS Approval
for Adult Basic Education (ABE) and Adult Secondary Education (ASE) Students**

Reading GOALS (Greater Opportunities for Adult Learning Success) Series – (NRS Approved for ABE/ASE through Feb. 5, 2025)

	Reading GOALS Series (Paper Tests)	Reading GOALS Series (Computer - eTests)	Math (Paper Tests)	Math (Computer - eTests)	Listening (Paper Tests)	Listening (Computer - eTests)
Locator	N/A	104R				
Appraisal	900R	900R				
Level A	901R, 902R	901R, 902R				
Level B	903R, 904R	903R, 904R				
Level C	905R, 906R	905R, 906R				
Level D	907R, 908R	907R, 908R				

The Reading GOALS Series is aligned with the College and Career Readiness (CCR) Standards for Adult Education. Test items in the Reading GOALS series rely on complex texts and assess vocabulary and higher order thinking skills (Depth of Knowledge), including the citation of evidence, making inferences, drawing conclusions, and analyzing claims.

Special note: For CASAS Reading GOALS paper-based tests, a student must be administered an Appraisal (900R). For CASAS Reading GOALS eTests, a student may be administered a Locator (104R) instead of an appraisal.

Math GOALS (Greater Opportunities for Adult Learning Success) 2 Series – (NRS Approved for ABE/ASE through July 12, 2030)

	Reading (Paper Tests)	Reading (Computer – eTests)	Math GOALS 2 Series (Paper Tests)	Math GOALS 2 Series (Computer - eTests)	Listening (Paper Tests)	Listening (Computer - eTests)
Locator			N/A	920M		
Appraisal			919M	919M		
Level A			921M, 922M	921M, 922M		
Level B			923M, 924M	923M, 924M		
Level C			925M, 926M	925M, 926M		
Level D			927M, 928M	927M, 928M		
Level E			929M, 930M	929M, 930M		

Math GOALS 2 Series is aligned with the College and Career Readiness (CCR) Standards for Adult Education. Test items in the Math GOALS 2 series focus on situational scenarios, inclusive of word problems, that reflect real-world applications and traditional academic contexts that require simple to advanced calculations. Formulae are provided within the test item so that the assessments focus on math concepts and skills rather than memorization. Basic calculators may be provided by the testing site for paper-based tests and within the online system for eTests.

Special note: For CASAS Math GOALS 2 paper-based tests, a student must be administered an Appraisal (919M). For CASAS Math GOALS 2 eTests, a student may be administered a Locator (920M) instead of an appraisal.

NATIONAL REPORTING SYSTEM (NRS) APPROVED CASAS ASSESSMENTS (Continued)

Please note that appraisals do not require approval for the National Reporting System. An appraisal is administered solely to determine “placement” into the appropriate pre-test level and form. Only pre-tests and post-tests, which must be approved for the National Reporting System, may be used to measure student performance, progress, and outcomes.

**CASAS Assessments with NRS Approval
for English as a Second Language (ESL)/English learners (ELs)**

Reading and Listening STEPS (Student Test of English Progress and Success) Series – (NRS Approved for English as a Second Language (ESL)/English learners (ELs) through July 12, 2030)

	Reading STEPS Series (Paper Tests)	Reading STEPS Series (Computer - eTests)	Math (Paper Tests)	Math (Computer - eTests)	Listening STEPS Series (Paper Tests)	Listening STEPS Series (Computer - eTests)
Locator	N/A	620R			N/A	620L
Appraisal	619R	619R			619L	619L
Level A	621R, 622R	621R, 622R			621L, 622L	621L, 622L
Level B	623R, 624R	623R, 624R			623L, 624L	623L, 624L
Level C	625R, 626R	625R, 626R			625L, 626L	625L, 626L
Level D	627R, 628R	627R, 628R			627L, 628L	627L, 628L
Level E	629R, 630R	629R, 630R			629L, 630L	629L, 630L

The Reading and Listening STEPS series measure academic vocabulary and higher-order thinking skills contained in the English Language Proficiency Standards (ELPS) for Adult Education (2016). Test content continues to be based on CASAS Competencies to maintain relevance for adult learners, including an emphasis on employment-related topics required by WIOA. Each of these series offer tests at five levels, thus covering in greater depth the full range of ability levels in the ELP Standards.

Special note(s): For Reading STEPS paper-based tests, a student must be administered an Appraisal (619R). For Reading STEPS eTests, a student may be administered a Locator (620R) instead of an appraisal. For Listening STEPS paper-based tests, a student must be administered an Appraisal (619L). For Listening STEPS eTests, a student may be administered a Locator (620L) instead of an appraisal.

Chart 3: CASAS CORRELATION CHARTS

Source(s): [CASAS Website > WIOA and NRS Compliance > Scale Scores, NRS Educational Functioning Levels \(EFLs\), and Grade Level Equivalents](#)

CASAS Reading GOALS Series			
National Reporting System (NRS) Levels, CASAS Scale Score Ranges and Grade Level Equivalents (GLEs)			
NRS Levels	Adult Basic Education (ABE)/ Adult Secondary Education (ASE) Levels	Scale Score Ranges CASAS Reading GOALS Series	Grade Level Equivalents (GLEs)
1	Beginning ABE Literacy	193 and below	K
		194 - 203	1
2	Beginning Basic Education	204 - 210	2
		211 - 216	3
3	Low Intermediate Basic Education	217 - 222	4
		223 - 227	5
4	High Intermediate Basic Education	228 - 230	6
		231 - 234	7
		235-238	8
5	Low Adult Secondary Education	239-243	9
		244 - 248	10
6	High Adult Secondary Education	249 - 253	11
		254 and above	12
CASAS Math GOALS 2 Series			
National Reporting System (NRS) Levels, CASAS Scale Score Ranges and Grade Level Equivalents (GLEs)			
NRS Levels	Adult Basic Education (ABE)/ Adult Secondary Education (ASE) Levels	Scale Score Ranges CASAS Math GOALS 2 Series	Grade Level Equivalents (GLEs)
1	Beginning ABE Literacy	183 and below	K
		184 - 192	1
2	Beginning Basic Education	193 - 198	2
		199 - 203	3
3	Low Intermediate Basic Education	204 - 208	4
		209 - 213	5
4	Middle Intermediate Basic Education	214 - 220	6
		221 - 224	7
5	High Intermediate Basic Education	225 - 228	7
		229 - 235	8
6	Adult Secondary Education	236 - 240	9
		241 - 244	10
		245 - 248	11
		249 and above	12

CASAS CORRELATION CHARTS (Continued)

CASAS Reading STEPS Series

National Reporting System (NRS) Levels, CASAS Scale Score Ranges and Grade Level Equivalents (GLEs)

NRS Levels	English as a Second Language (ESL) Levels	Scale Score Ranges CASAS Reading STEPS Series	Grade Level Equivalents (GLEs)
1	Beginning ESL Literacy	183 and below	K
2	Low Beginning ESL	184 – 189	K
		190 – 196	1
3	High Beginning ESL	197 – 206	1
4	Low Intermediate ESL	207 – 211	2
		212 - 216	3
5	High Intermediate ESL	217 – 222	4
		223 - 227	5
6	Advanced ESL	228 – 230	6
		231 - 234	7
		235 - 238	8
	(Exit Advanced ESL)	*239 and above	9+

*English as a Second Language (ESL) students who score 239 or above on a CASAS Reading STEPS assessment should be administered a CASAS Reading GOALS assessment as the next assigned test.

CASAS Listening STEPS Series

National Reporting System (NRS) Levels, CASAS Scale Score Ranges and Grade Level Equivalents (GLEs)

NRS Levels	English as a Second Language (ESL) Levels	Scale Score Ranges CASAS Listening STEPS Series	Grade Level Equivalents (GLEs)
1	Beginning ESL Literacy	181 and below	K
2	Low Beginning ESL	182 – 186	K
		187 - 191	1
3	High Beginning ESL	192 – 201	1
4	Low Intermediate ESL	202 – 206	2
		207 - 211	3
5	High Intermediate ESL	212 - 216	4
		217 - 221	5
6	Advanced ESL	222 - 224	6
		225 - 227	7
		228 - 231	8
	Exit Advanced ESL	232 and above	9+

CASAS Training

Because training is essential to quality CASAS implementation, CASAS assessments cannot be purchased or used by staff at agencies who have not completed the required CASAS trainings with a CASAS State Trainer or via the [CASAS Online Training Portal](#). Visit the CASAS Online Training Portal to learn about no cost, self-paced training offered by CASAS National Office

OSSE AFE requires that each sub-grantee and/or agency have a minimum of two staff members, who are certified as a CASAS eTest Coordinator and Proctor, to ensure the accurate use of eTests and the appropriate interpretation of learner results, as well as to maintain the integrity and quality of the assessment process.

CASAS Training verification data is collected at the conclusion of each CASAS training session via the [CASAS Online Training Portal](#) and maintained by the CASAS National Office and OSSE AFE. Once trained, an individual can train others within his or her respective agency but may not train outside their agency. Trained staff may also be required by the OSSE AFE to attend CASAS refresher and/or other related trainings.

Assessment Mandates

The US Department of Education mandates that adult education programs use only the approved paper tests and computer eTests published in the [Federal Register/Vol. 87, No. 184/Friday, September 23, 2022](#), [Federal Register/Vol. 88, No. 133/Thursday, July 13, 2023](#) or [Federal Register/Vol. 88, No. 163/Thursday, August 24, 2023](#). If a particular test form or computer delivery format is not explicitly specified for a test in the Federal Register, it is not approved for use in the National Reporting System (NRS).

The OSSE AFE FY 2023-24 DC Assessment Policy for WIOA Providers and Core Partners with revisions to the NRS-approved CASAS Assessments and the CASAS Correlation Charts will be posted by June 30, 2024 on the [OSSE website](#).

Please share this guidance with your staff and colleagues. For additional information, email OSSE.AFETA@DC.GOV.