



# STATE OF CONNECTICUT

## DEPARTMENT OF EDUCATION



**TO:** English Learner Assessment Coordinators (ELACs), District Administrators in TIDE (DAs)  
**FROM:** Cristi Alberino, Education Consultant, Performance Office  
**DATE:** November 6, 2025  
**SUBJECT:** LAS Links Accommodated/Paper Materials Order Form

This memo provides details related to the LAS Links Accommodated/Paper Form order and return process for the 2025–26 school year. Paper forms of the LAS Links are available for students who are identified in PSIS as English learners/multilingual learners (ELs/MLs) who have an Individualized Education Program or Section 504 Plan documenting the need for assessments to be provided in braille, large print, or on paper based on their disability. Students enrolled in out-of-state facilities or in Approved Private Special Education Programs (APSEPS) without access to online testing will also need a paper **Form C** of the LAS Links.

### Accommodated/Paper Form Order Process

ELACs must complete and submit the Connecticut 2026 LAS Links Accommodated/Paper Materials Order Form **by February 6, 2026**.

- Orders submitted by **December 10, 2025**, will arrive in the district by December 19, 2025.
- Orders submitted after **December 10, 2025**, will arrive in the district after January 9, 2026.

The [Accommodated/Paper Materials Order Form](#) is posted on the [CT DRC LAS Links Website](#). Test materials will arrive in a separate shipment from the Test Coordinator Kit (TCK) used for return processing. Please ensure that the address listed in the order form is correct. If the address is not accurate in the field on the form, please contact the CSDE. Once an order is submitted, the delivery address cannot be changed. Students whose answer documents are not returned to DRC by the return **deadline, February 27, 2026**, will not receive test scores or a student proficiency report.

### Test Administration

The ELAC must manage the administration and security of the paper forms. The student responses in braille and large print **must be transcribed** into the provided scannable test document **prior to the return shipment** of test materials. Detailed information on the administration of the Accommodated Paper Form C is available [here](#) on the [CT DRC LAS Links webpage](#). The LAS Links Testing Window is January 5–March 6, 2026.

### Return of LAS Links Accommodated/Paper Materials

Once the student has completed the LAS Links on the appropriate accommodated/paper form, all test materials are returned to Data Recognition Corporation (DRC) for scoring via UPS. The ELAC must contact UPS, complete student identifying information on the test materials, ensure transcription has been completed, affix the provided labels on answer documents and boxes as directed, and maintain all tracking numbers and receipts.

**The final date** to request UPS pick-up to send completed test documents to DRC for processing is **February 27, 2026**. **Late materials will not be scored.**

Please email [Cristi.Alberino@ct.gov](mailto:Cristi.Alberino@ct.gov) with any questions related to the LAS Links Accommodated/Paper Materials Order Form.