



# Student Testing Branch

333 S. Beaudry Ave. 16<sup>th</sup> Floor, Los Angeles, CA 90017  
Tel 213-241-4104 Fax 213-241-8461

## 2019-20 MyTOMS STUDENT DATA INQUIRY FORM

**Select Testing Program:**     CAASPP     ELPAC

***Please use a separate form for each student.***

School Site Test Coordinator, please fill in the following information:

Date:		Location Code:	
School Name:			
Test Coordinator Name:			
Email:	@lausd.net	Phone Number:	

***Before submitting this form, verify all student information provided below, including student enrollment, demographic and grade data are correct in MISIS.***

Provide as much student information as possible.

(STB Use Only)

First Name:		
Last Name:		
<b>Enrollment Date:</b>		
District ID:		
Grade:		
SSID:		

Check the concern that applies to this student:

- New Student**       **Delete from MyTOMS**       **Missing Special Ed/504 Plan**       **CAA Not Active**  
 Entry Date in MISIS:      Left Date in MISIS      **Indicator** (Student Demographics)       Confirm CAA selected in TOMS
- No Test Assigned**       **Other:** (Describe Below)

Description of missing data:

**Print and fax this completed form to 213-241-8461**

**Beaudry Administrative Office**