



A GUIDE FOR DISTRICTS AND SCHOOLS IN DETERMINING ENGLISH LEARNER (EL) ELIGIBILITY BASED ON STATEWIDE, STANDARDIZED ENTRANCE PROCEDURES, AS OUTLINED IN ALASKA'S ESSA STATE PLAN. FOR EXPANDED GUIDANCE, REFER TO THE [EL STUDENT IDENTIFICATION, ASSESSMENT & DATA REPORTING GUIDE](#). VISIT US AT [EDUCATION.ALASKA.GOV/ESEA/TITLEIII-A](http://EDUCATION.ALASKA.GOV/ESEA/TITLEIII-A)

## 1. HOME LANGUAGE SURVEY

Administer the [Home Language Survey \(HLS\)](#) to all students.

## 2. VERIFY DEFINITION

If a language other than English is listed on the HLS, verify that the student falls into **ONE OR MORE** of the following categories:

- an individual not born in the United States or whose native language is a language other than English;
- an American Indian, Alaska Native, or native resident of the outlying areas, who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or
- an individual who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant;

## 3. OPTIONAL LOC-A

*(District discretion) If the district feels the HLS may not accurately depict a student's language background, the district may choose to use the Language Observation Checklist (LOC-A), available in the [EL Student Identification guide](#), as an additional step to determine if formal screening may be necessary.*

## 4. SCREEN

If the student falls into one, or more, of the categories in step 2, administer an approved screener assessment: WIDA Screener for Kindergarten, WIDA Screener (grades 1-12), WIDA MODEL (grades K-12). If they do not fall into one of the categories, skip to step 6.

## 5. ELIGIBILITY SCORE

If the student meets eligibility score requirements, they are identified as an English learner, are eligible for services, and must take the annual English language proficiency assessment, ACCESS for ELLs, each spring. Refer to the eligibility score requirements on pages 6-7 of the [EL Student Identification guide](#).

## 6. DOCUMENT

Maintain all documentation related to identification in the student's file. This includes a copy of the HLS (for all students, whether or not they have been identified as an EL), the LOC-A as applicable, communications with the student's family as applicable, and screener results.