

## Maryland MCAP Key Dates for 2023 LS MISA & Government Administrations

Item	Winter 2023	Spring 2023	Summer 2023
LAC Refresher Training	<i>Wednesday, September 28, 2022</i>	<i>Wednesday, February 1, 2023</i>	
Tech Coordinator Refresher Training	<i>Monday, October 3, 2022</i>	<i>Thursday, February 2, 2023</i>	
LEA 24 Refresher Training	<i>Friday, September 30, 2022</i>	<i>Friday, February 3, 2023</i>	
Unique Accommodation Requests due by:	November 7, 2022	March 3, 2023	June 2, 2023
Pre-ID File Window (Orders Pre-printed Student ID labels for PBT)	October 31 – November 11, 2022	February 27 - March 10, 2023	June 7 - June 14, 2023
Second Pre-ID Window	December 8 - 15, 2022	April 3 - 7, 2023	June 26 - July 5, 2023
Window to Create and Schedule Test Sessions	December 19, 2022 – January 27, 2023	April 24 – May 26, 2023	July 17 - July 28, 2023
Manuals Posted on HSA Portal	October 14, 2022	March 6, 2023	June 5, 2023
Additional Test Taker Accommodations Window for the HSA Portal <sup>†</sup>	November 14, 2022 – January 27, 2023	March 13 – May 26, 2023	June 15 – July 28, 2023
Additional Paper Materials Ordering Window	December 9, 2022 – January 25, 2023	April 24 – May 24, 2023	July 10 – July 26, 2023
Manuals Shipment Arrives in Schools and LEAs	December 9, 2022	April 7, 2023	July 10, 2023
Secure Materials Shipments Delivered to Schools	December 9, 2022	April 24, 2023	July 10, 2023
Practice Test Window	Opens October 24, 2022		
Test Window A	January 3 – 13, 2023	May 1 – 12, 2023	July 24 – 28, 2023
Test Window B	January 17 – 27, 2023	May 15 – 26, 2023	N/A
UPS Pickup Scheduling Window - for Test Window A	January 4 – January 17, 2023	May 2 - May 15, 2023	July 25 - July 31, 2023
UPS Pickup Scheduling Window - for Test Window B	January 18 – 30, 2023	May 16 - 30, 2023	N/A
Last Day to Finalize Student Online Test Invalidation – for Test Window A	January 13, 2023	May 12, 2023	July 28, 2023
Last Day to Finalize Student Online Test Invalidation – for Test Window B	January 27, 2023	May 30, 2023	N/A
Student Results File Available for Test Window A	February 7, 2023	June 6, 2023	August 21, 2023
Student Results File with LEAs for Corrections for Test Window A	February 8 – 14, 2023	June 7 – June 13, 2023	August 19 – August 25, 2023
Student Results File Available for Test Window B	February 21, 2023	June 21, 2023	N/A
Student Results File with LEAs for Corrections for Test Window B	February 22 – 28, 2023	June 22 -28, 2023	N/A
Final Student Results File available for LEAs	March 21, 2023	July 20, 2023	September 19, 2023
Student Reports and Labels available on MARS	March 31, 2023	August 1, 2023	September 29, 2023
Student Reports and Labels Arrive in Schools and LEAs	April 14, 2023	August 15, 2023	October 13, 2023

<sup>†</sup>LACs and STCs may upload accommodations between the hours of 3:00 pm EST to 5:30 am EST (outside of testing window dates). During the testing window, i.e. during the hours of 5:30 am EST to 3:00 pm EST, accommodations can be edited manually. **Updated 09.15.22**