

# NAEP 2021 Monthly School Survey

## Instructions for Schools

- Review the **Monthly School Survey Questions PDF** ([link available here](#)). Collect the information needed to answer the questions.
  - Most questions ask for information from the **previous month**.
  - For example, the February wave of the survey will ask questions from the previous month of **January**.

**Figure A**

**NAEP 2021 School Survey**

1. What does your school currently offer as the mode of instruction or learning model for grade 4 or 8 as appropriate? Please select one option in each row.

	Offered to all students	Offered to some students	Not offered
Traditional or online only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open with some content/online and in-person instruction (blended model)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open with full-time in-person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. What is the assessment and mode of instruction for grade 4 or 8 as appropriate? Please enter the number of students in each category.

	Total enrollment	Students or students with alternate assessment	Open with some content/online and in-person instruction (blended model)	Open with full-time in-person
Math, not Hispanic or Latino	#	#	#	#
Math, Hispanic or Latino	#	#	#	#
Math, not Hispanic or Latino, English Learner	#	#	#	#
Math, not Hispanic or Latino, English Learner, not identified	#	#	#	#
Math, Hispanic or Latino, English Learner	#	#	#	#
Math, Hispanic or Latino, English Learner, not identified	#	#	#	#
Math, Native Hawaiian or Other Pacific Islander, not identified	#	#	#	#
Math, Total (sum of rows, not Hispanic or Latino)	#	#	#	#

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- If you already have a MyNAEP account, log in and skip ahead to **step 11**.

To create an account, go to <https://www.mynaep.com> and select the **Please register** link on the right.

**Figure B**

Welcome

MyNAEP is a restricted-use website that contains information on the National Assessment of Educational Progress (NAEP), widely known as The Nation's Report Card.

Login

Email or Username:

Password:

First time visiting the 2021 MyNAEP site? [Please register](#)

Forgot Username or Password? | [Having trouble logging in?](#)

LOGIN

- Enter the **8-digit** registration ID from your letter/email and select **Continue**.

**Figure C**

Register

First time visiting the 2021 MyNAEP site? Please register by entering your assigned MyNAEP Registration ID

MyNAEP Registration ID:

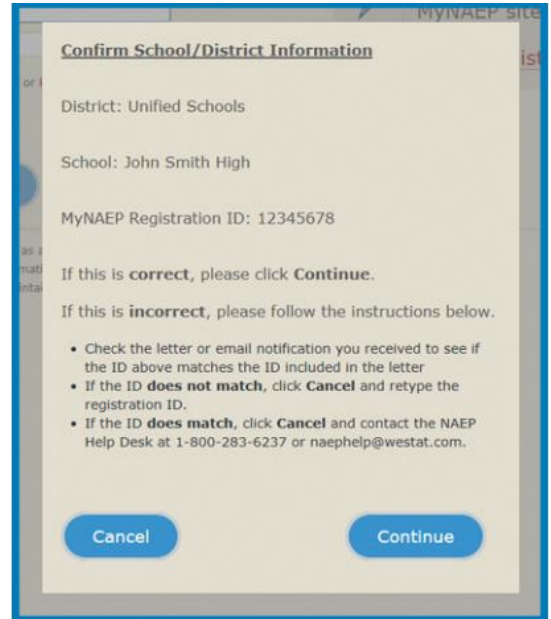
[Registration Help](#)

Continue

If you have questions or need help accessing the website, please contact the NAEP help desk at 1-800-283-6237 or [naephelp@westat.com](mailto:naephelp@westat.com) Monday through Friday between 8 a.m. and 5:30 p.m. ET.

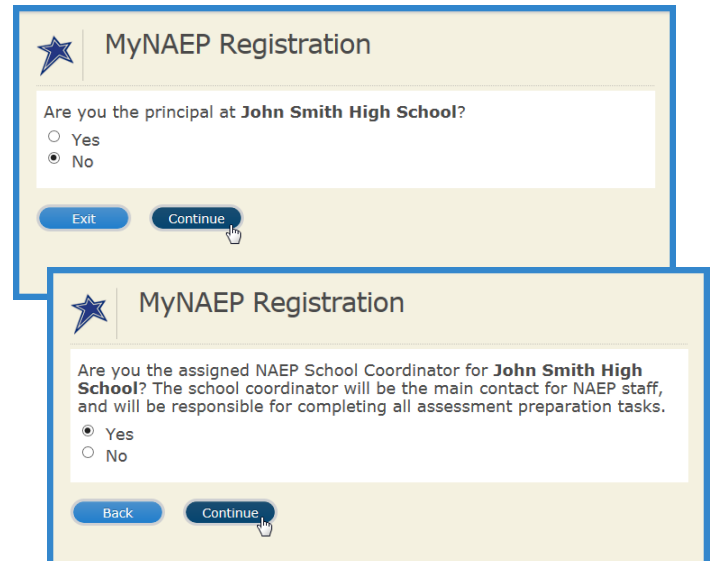
4. A confirmation window will appear to ensure that you are registering for the correct school. Select **Continue** if the information is correct. If the information is incorrect, follow the instructions in the window and select **Cancel**.

**Figure D**



5. Indicate whether you are the principal or the school coordinator (see **Figure E**). If you are not the principal or NAEP school coordinator, just answer "no" to both questions.

**Figure E**



6. The registration form will appear. Enter your name, phone number, and email address (see **Figure F**).
7. Create your own password **using the following criteria**.
  - a. Must have 8-14 characters
  - b. Needs **at least one of each**:
    - i. uppercase letter
    - ii. lowercase letter
    - iii. numerical digit
    - iv. special character (\*!,~%#@#\$%?^+=& )

**Sample password:**  
**KnightsR#1**
8. **Make sure to remember your password** – write it down if necessary. Select **Register**.

**Figure F**

**MyNAEP Registration**

District: Unified Schools  
 School Name: John Smith High School  
 MyNAEP Registration ID: 12345678

First Name:  Last Name:

Telephone: (XXX) XXX-XXXX  Extension:

Email:  Confirm Email Address:

Create your own password using the following criteria:

- Must have 8-14 characters
- Must have **all of the following**:
  - Uppercase letter
  - Lowercase letter
  - Numerical digit
  - Special character (\*!,~%#@#\$%?^+=& )

Sample password: KnightsR#1

Password:  Confirm Password:

**Register**

**Figure G**

**MyNAEP Registration**

Your username is: sjimenez

You can use your username or email address to log on to MyNAEP. **Please remember your password!**

If you are a principal or school coordinator who is responsible for more than one school, please use the **Continue** button below and select the **Register More Schools** option on MyNAEP's left menu.

**Continue**

9. Write down your assigned username. You will need your username or email **and** password to access MyNAEP every month until the end of the school year. Select **Continue**.

10. All school personnel that register for MyNAEP must accept a confidentiality agreement. Please review and accept the agreement to access the site.

**Figure H**

**MyNAEP For Schools**

**MyNAEP CONFIDENTIALITY AGREEMENT**

Under this agreement you will have access to MyNAEP, a secure site maintained by Westat on behalf of the National Center for Education Statistics. By accepting this agreement, you also agree to keep information from the site confidential as outlined below.

NAEP collects data in a manner consistent with Family Educational Rights and Privacy Act (FERPA) privacy conventions governing the release of student data. Generally, schools must have written parental permission in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to organizations conducting certain studies for or on behalf of the school [34 CFR Part 99.31(a)(6)(X)].

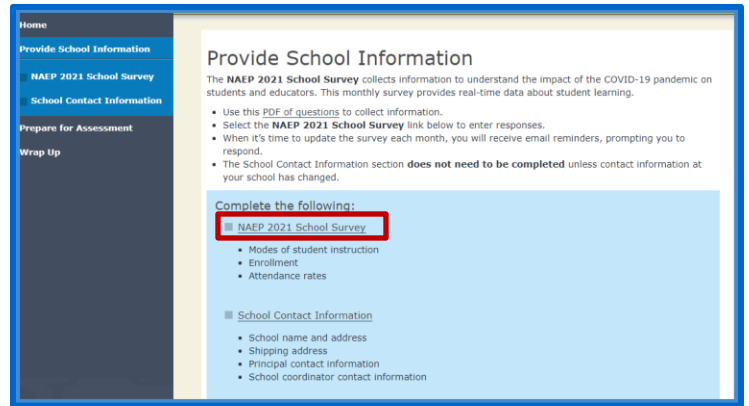
As a study authorized by the U.S. Secretary of Education, NAEP is permitted to obtain personally identifying student information without written parental permission. Even so, FERPA stipulates that data collection must be conducted in a manner that does not permit personal identification of parents and students by individuals other than representatives of the organization, and that the information is destroyed when no longer needed for the purposes for which the study was conducted [34 CFR Part 99.31 (a)(6)(ii)].

NAEP complies with FERPA confidentiality requirements through its use of data transmittal, data storage, and personnel protocols designed to safeguard personally identifying information. Confidential information is protected during transmission to and from NAEP systems by the use of data encryption technologies, such as Secure Socket Layer (SSL) and digital certificates and encrypted that protect data. All data data is destroyed.

**Accepted and Agreed** **Declined**

11. Select **Provide School Information** from the left-hand menu.
- Use the **NAEP 2021 School Survey** link to enter responses between February 22 and 26.
  - The survey requires monthly submissions, during the following weeks (until the end of the school year):
    - February 22-26
    - March 22-26
    - April 19-23
    - May 24-28
    - June 21-25

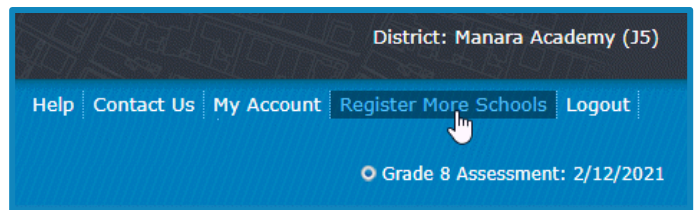
**Figure I**



12. Special situations

If you are **responsible for more than one school**, select **Register More Schools** from MyNAEP's upper right-hand menu and enter the additional registration ID(s), one at a time. Afterwards, you will be able to access all of your assigned schools with a drop-down menu (**see Figures J and K**).

**Figure J**



**Figure K**

