

Detroit Public Schools Community District Application Support Resources

How to Access M-STEP Test Scores For students who do not attend DPSCD

The following instructions will assist you with obtaining your child's M-STEP test scores, which are required for some students seeking admission to DPSCD application schools. The instructions will walk you through how to contact your student's school MI-Access Coordinator, so you may request that the scores be sent directly to you.

The MI-Access Coordinator ensures students are provided with the proper testing environment. MI-Access Coordinators are also able to access student's M-STEP test scores from previous years. Every school has MI-Access Coordinator.

Step by Step Directions

- 1. Go to https://cepi.state.mi.us/eem/. On the left-hand side of the page, click on the "Search" tab.
- Click QUICK.



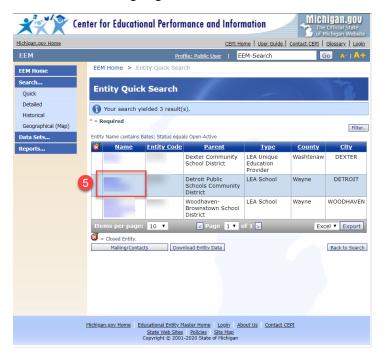
- 3. In the "Entity Name Contains" field, type in the name of your child's school.
- The "Status" field should stay on the option "Open-Active."



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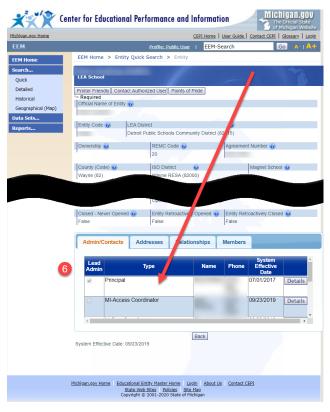
5. Click on the School Name highlighted in blue.



Scroll to the bottom of the page. Click on details in the MI-Access Coordinator row.



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7. Once on the next page, copy the MI-Access Coordinator's email address. Send an email to the School Coordinator including the request form or email template.

Once you have your student's MI-Access Coordinator email address, please request your M-STEP test scores via email.

- Request Form: The request form is a form used to gather information needed to look up the student's test scores. Parents should email completed forms to their student's MI-Access Coordinator via email.
- **Email Template:** An email template is a template that can be used to email your student's MI-Access Coordinator. The text can be copied and pasted into your email.

The request form and email templates are available at https://www.detroitk12.org/applicationschools