Mississippi Seal of Biliteracy

MSIS

mdek12.org

MISSISSIPPI DEPARTMENT OF EDUCATION

October 2025

VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

MISSION

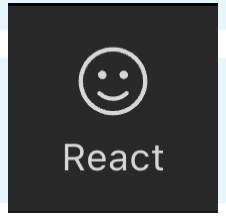
To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

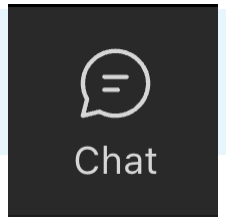
1. **ALL** Students Proficient and Showing Growth in All Assessed Areas
2. **EVERY** Student Graduates from High School and is Ready for College and Career
3. **EVERY** Child Has Access to a High-Quality Early Childhood Program
4. **EVERY** School Has Effective Teachers and Leaders
5. **EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes
6. **EVERY** School and District is Rated “C” or Higher

Session Norms

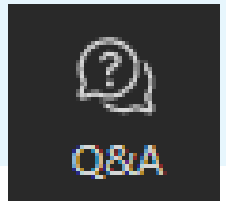
Be an active participant

- Share reactions
- Respond to prompts in the chat





Ask questions



Session Goals

EXPLORE Seal of Biliteracy Manual Input Screen

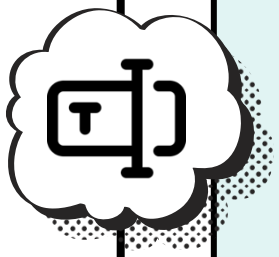
REVIEW reporting deadlines

REVIEW on-demand resources and supports

Mississippi Seal of Biliteracy

Manual Input screen

Seal of Biliteracy Manual Input



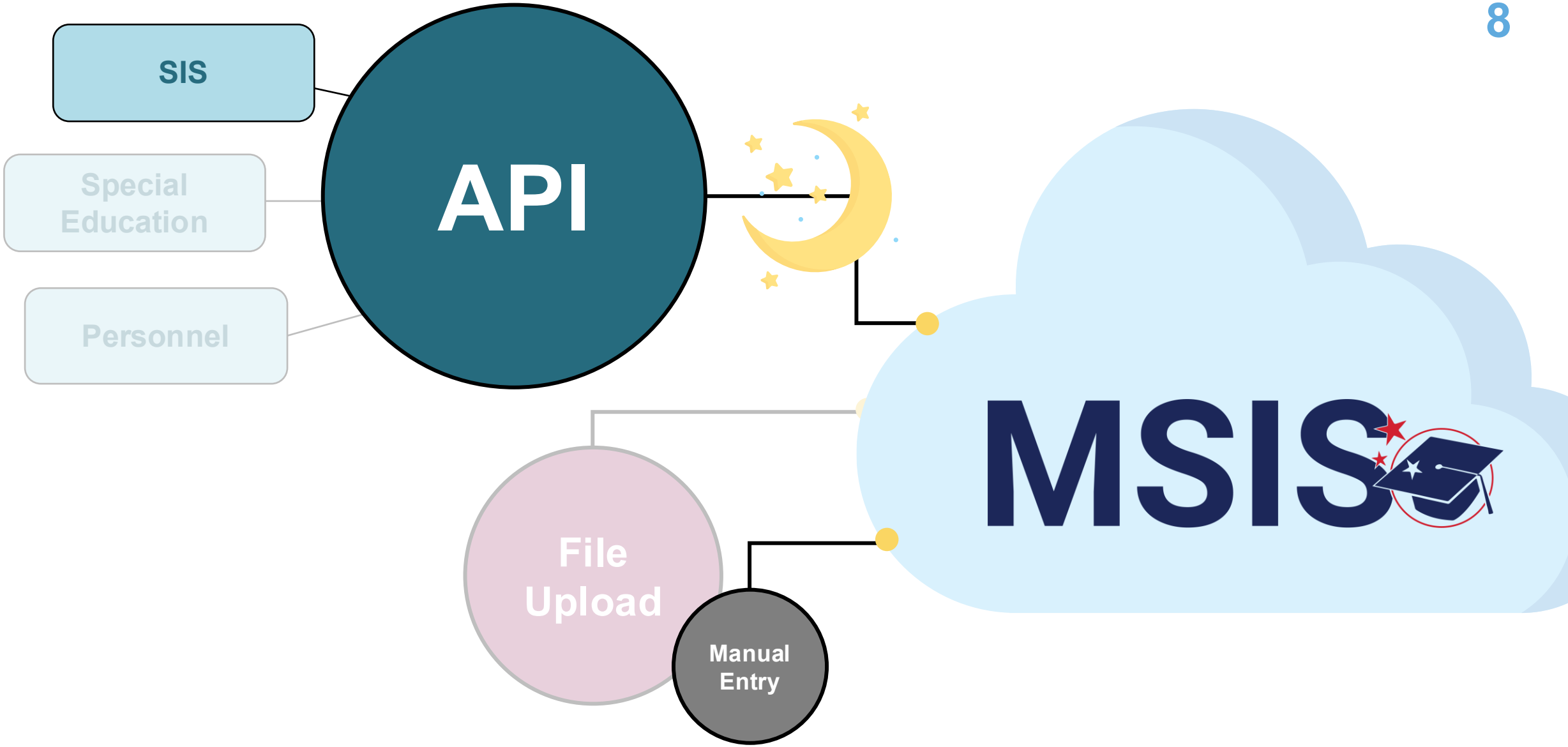
Displays students who earned a Silver or Gold Seal of Biliteracy to be awarded with their high school diploma (and included on their high school transcript) per MDE guidelines. Students are grouped by the year they graduate.

Data Impact

- Seal of Biliteracy

Data Source

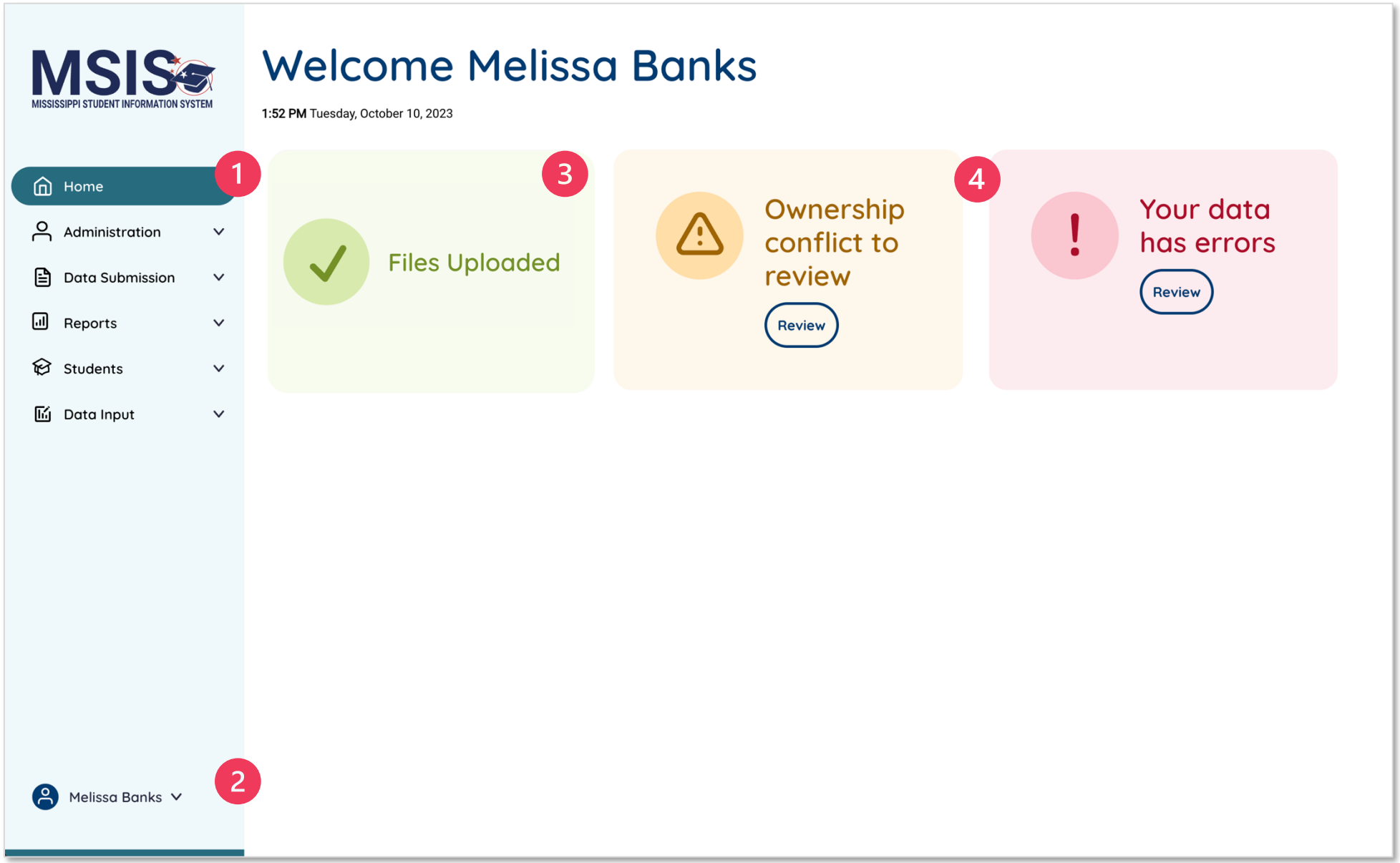
SIS (API nightly - enrollment)
Manual Input (as needed)


SIS
Special Education
Personnel
API
File Upload
Manual Entry
MSIS

MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Welcome
Sign In
msis.mdek12.org

1. Navigation*
2. User name and log out
3. File upload status
4. Alert tiles

**Options may differ based on permissions*



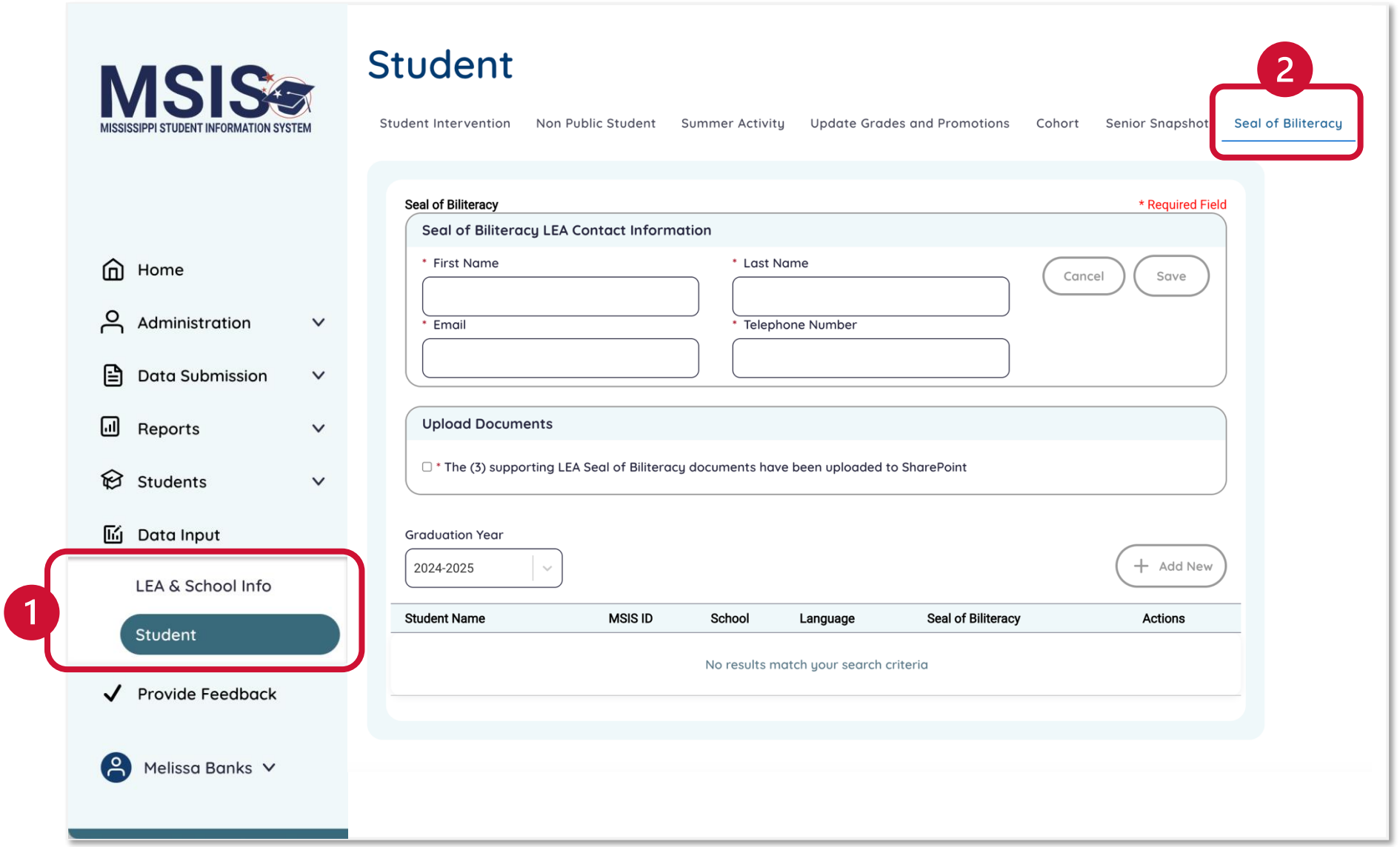
QRG

mdek12.org/msis/msis-resource-library/

MISSISSIPPI DEPARTMENT OF EDUCATION

PERMISSION

Student


MSIS
MISSISSIPPI STUDENT INFORMATION SYSTEM
Home
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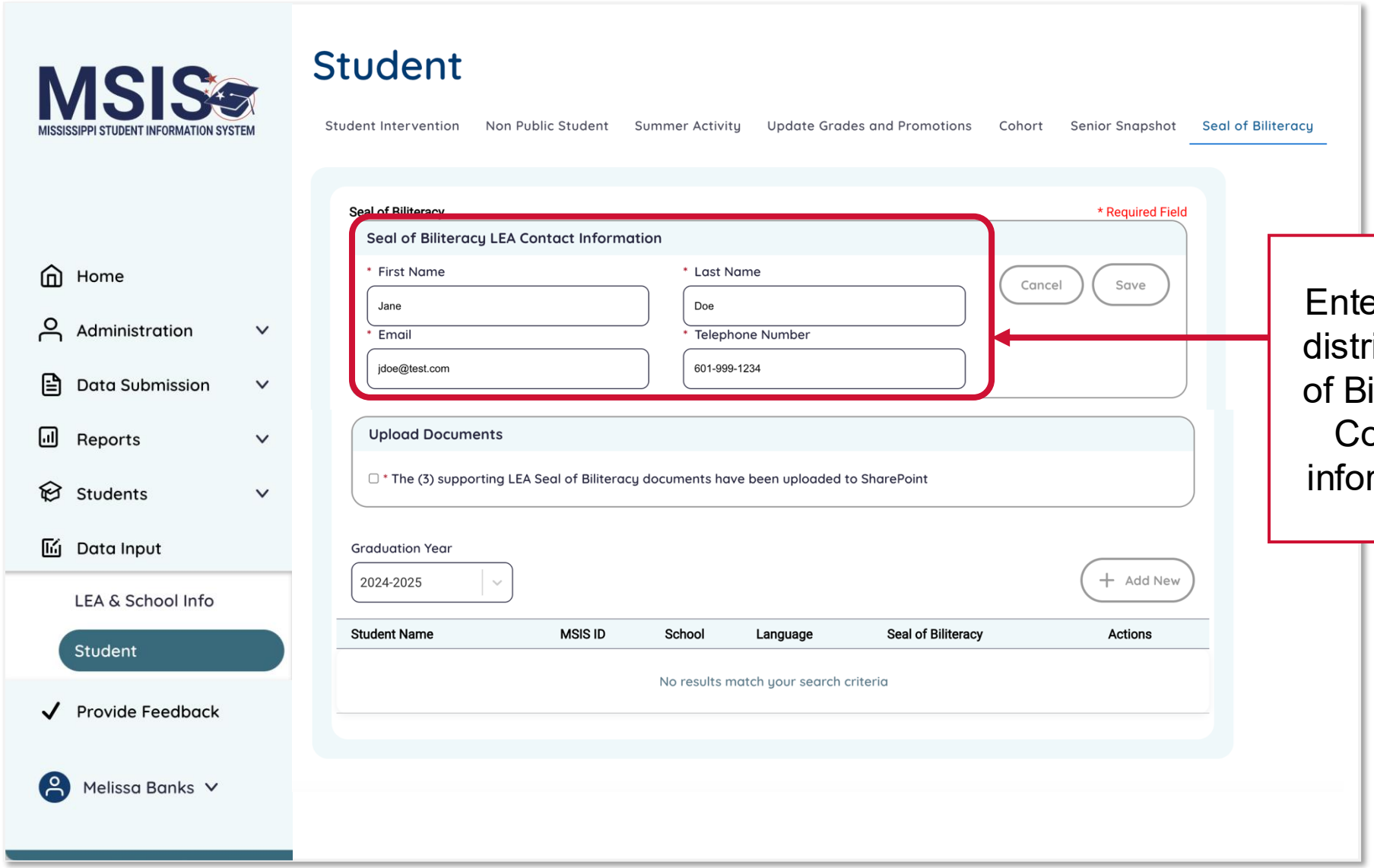
Data Submission
Reports
Students
Data Input
LEA & School Info
Student
Provide Feedback
Melissa Banks
1
Student
Student Intervention
Non Public Student
Summer Activity
Update Grades and Promotions
Cohort
Senior Snapshot
Seal of Biliteracy
2
Seal of Biliteracy
* Required Field
Seal of Biliteracy LEA Contact Information
* First Name
* Last Name
Cancel
Save
* Email
* Telephone Number
Upload Documents
* The (3) supporting LEA Seal of Biliteracy documents have been uploaded to SharePoint
Graduation Year
2024-2025
Add New
Student Name
MSIS ID
School
Language
Seal of Biliteracy
Actions
No results match your search criteria

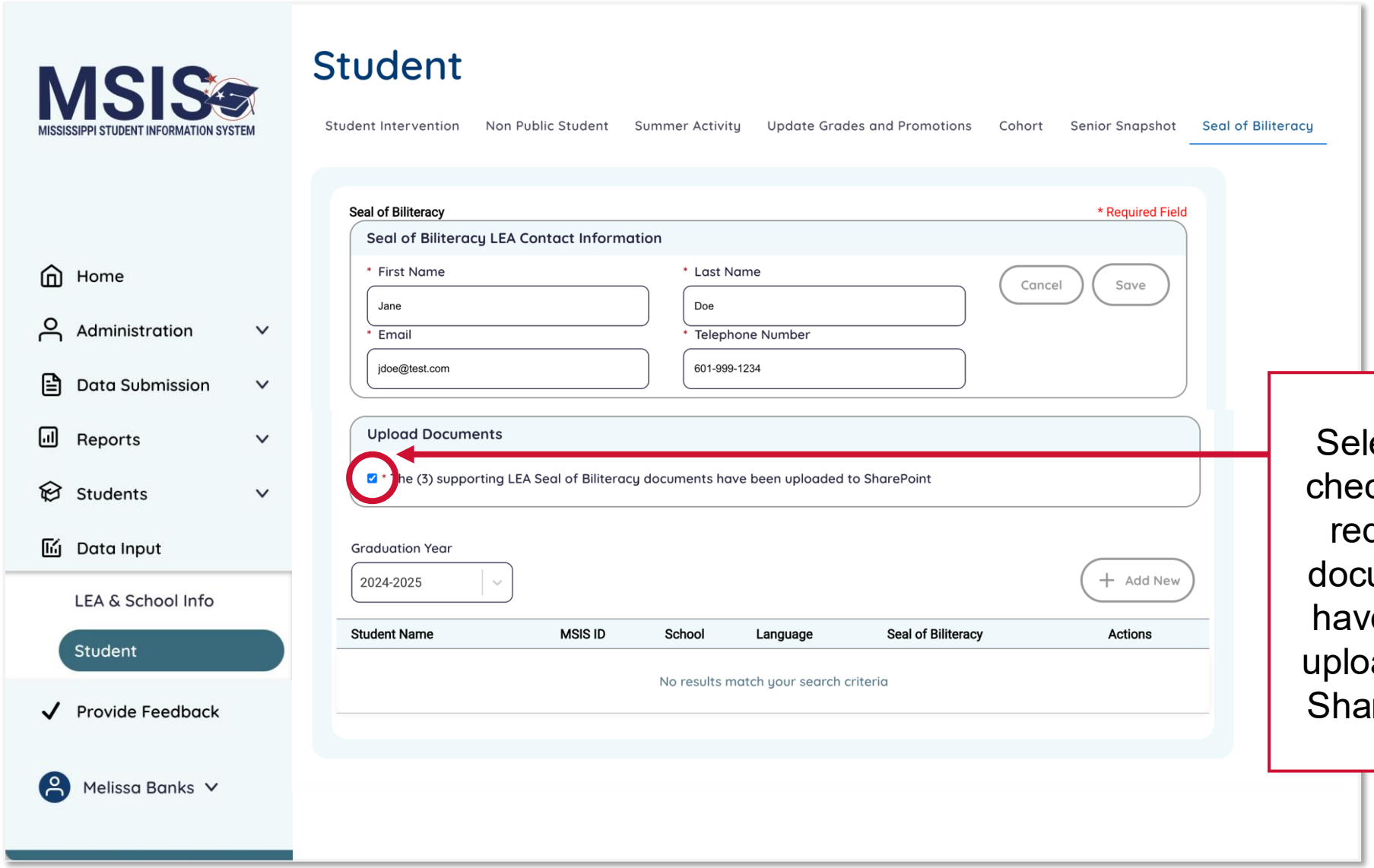
STEP

Verify Seal of Biliteracy contact information and submission of documents.

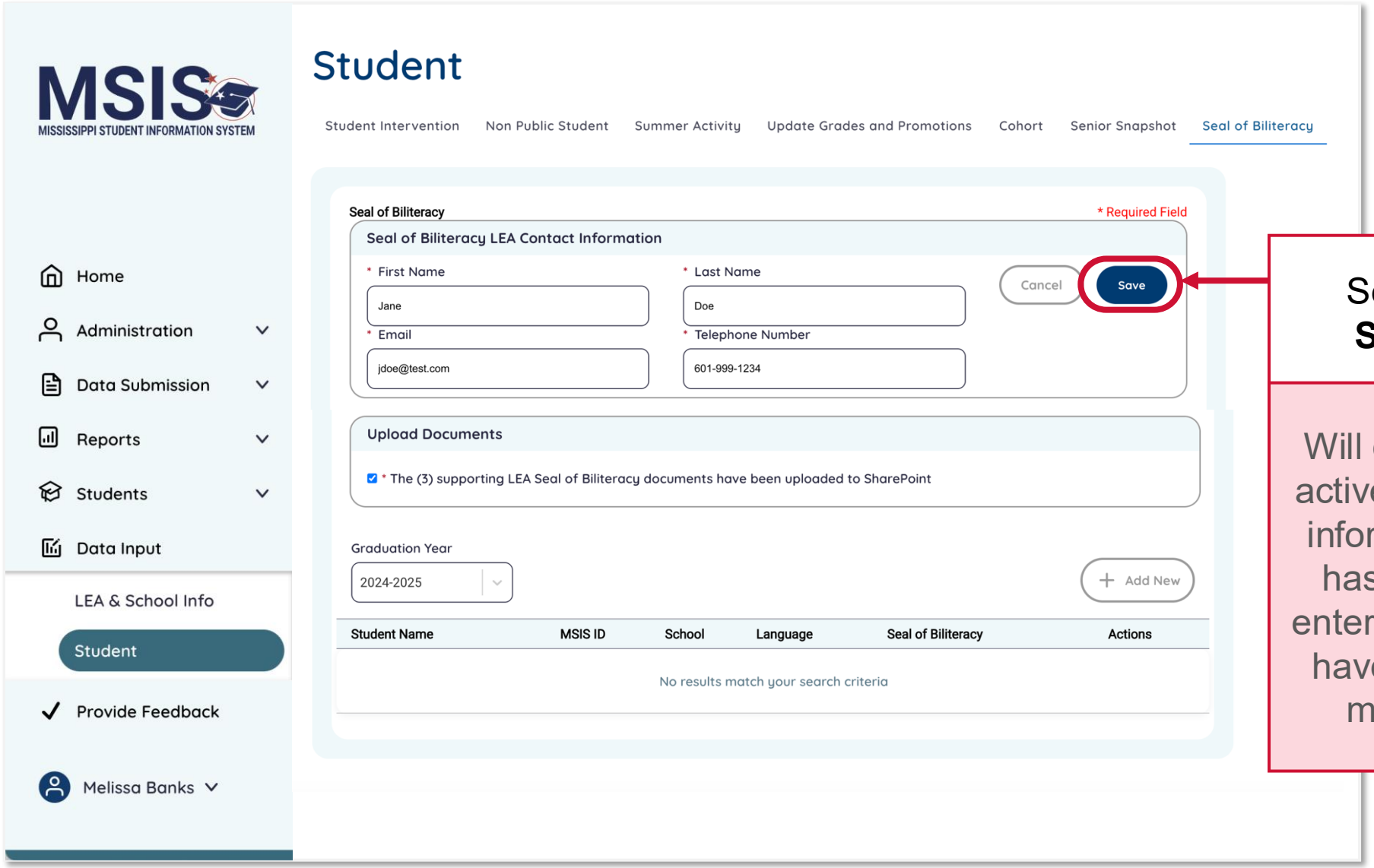
Contact information and verification of documents must be provided before you can add students to the screen.



Enter/verify district Seal of Biliteracy Contact information

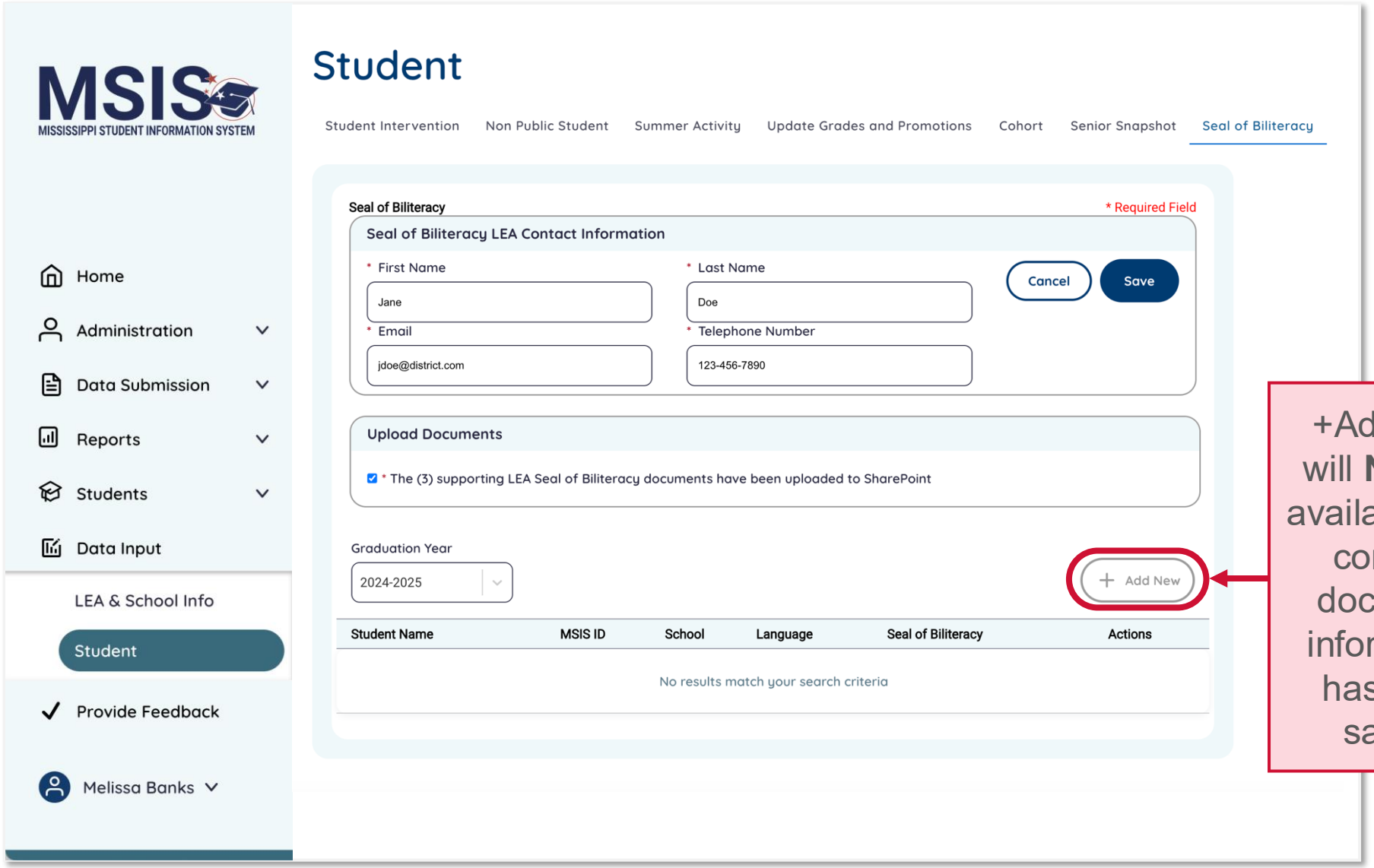


Select the checkbox if required documents have been uploaded to SharePoint



Select **Save**

Will only be active if **ALL** information has been entered/edits have been made.



+Add New will **NOT** be available until contact/ document information has been saved.

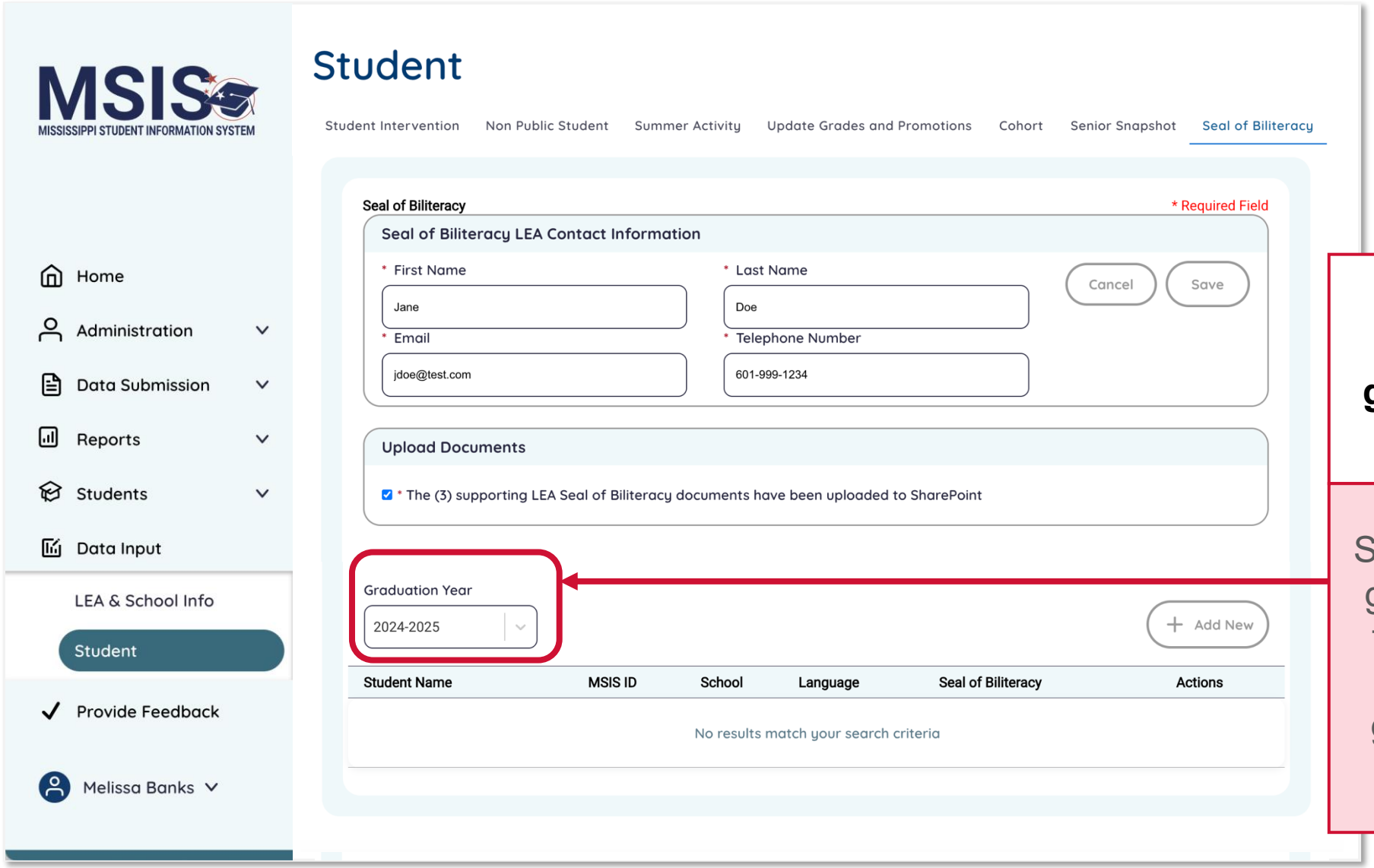
STEP 2

Add new students who earned a silver or gold seal.

2023-24 graduating class: Add all students by April 30.

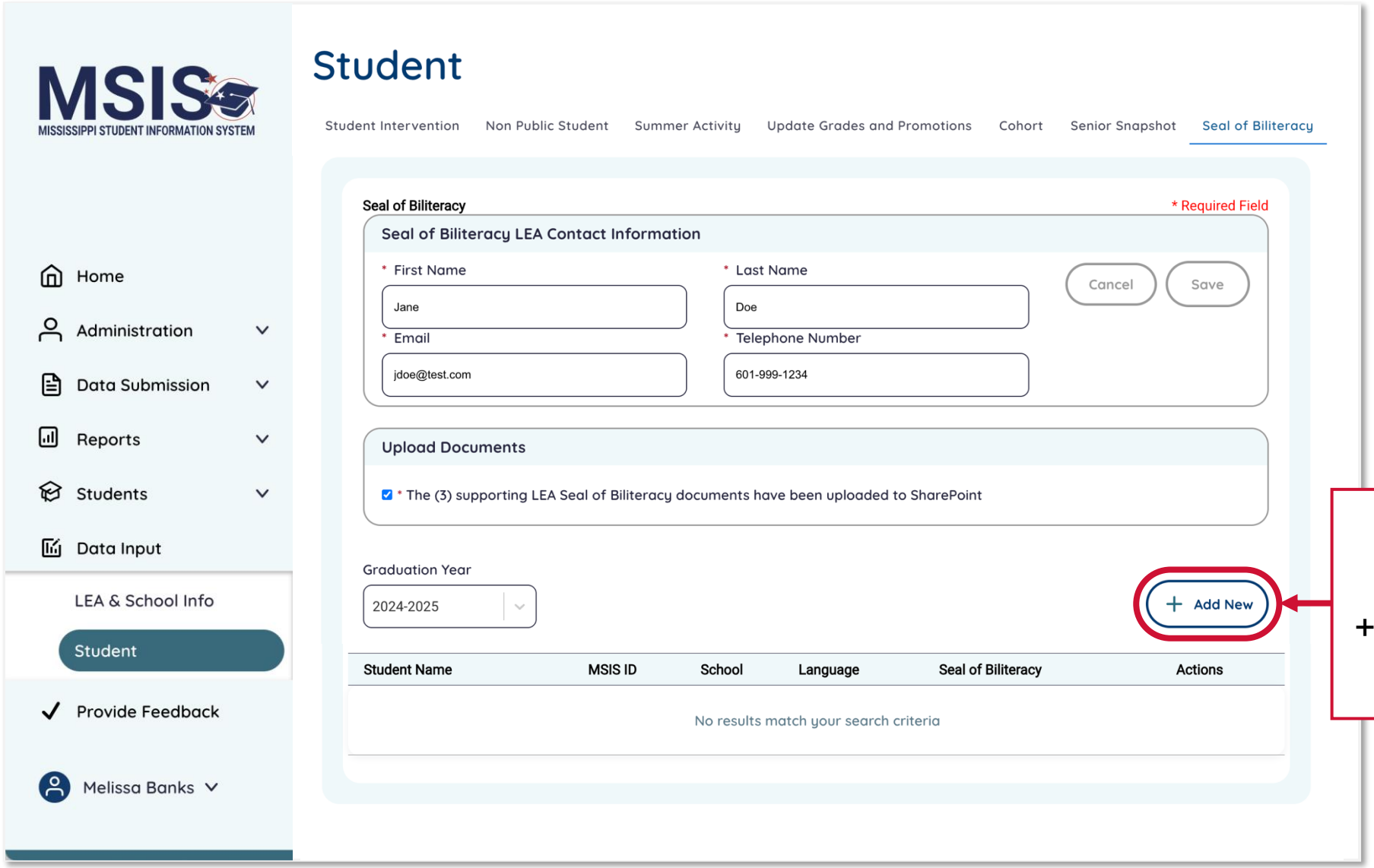
2024-25 graduating class: Add all students by April 30.

Current graduating class (beginning May 2026): Add students as they meet the seal criteria. All students in the current school year's graduating class must be entered by June 30.

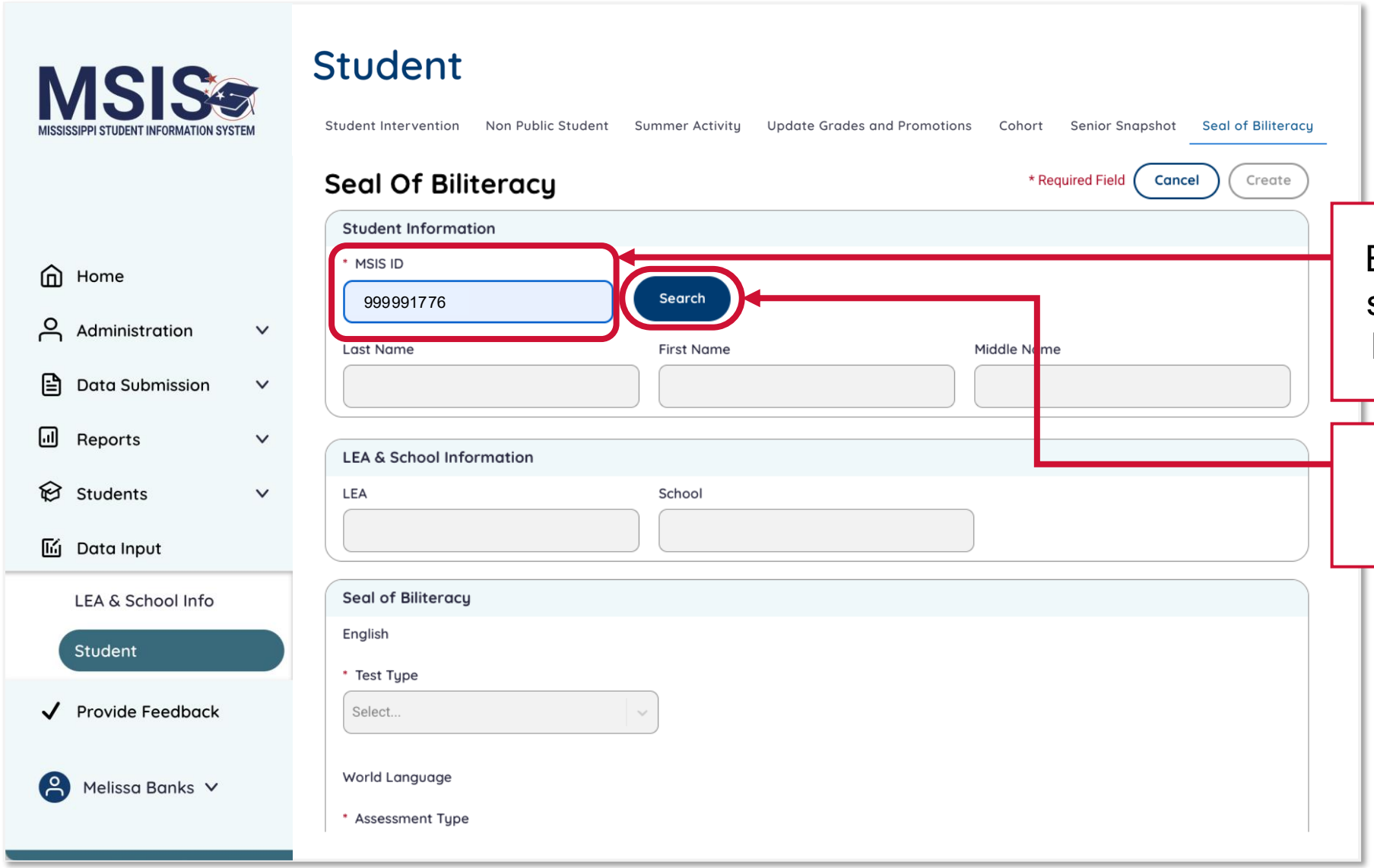


Select the student's **graduation year**

Students are grouped on the screen by their graduation year.

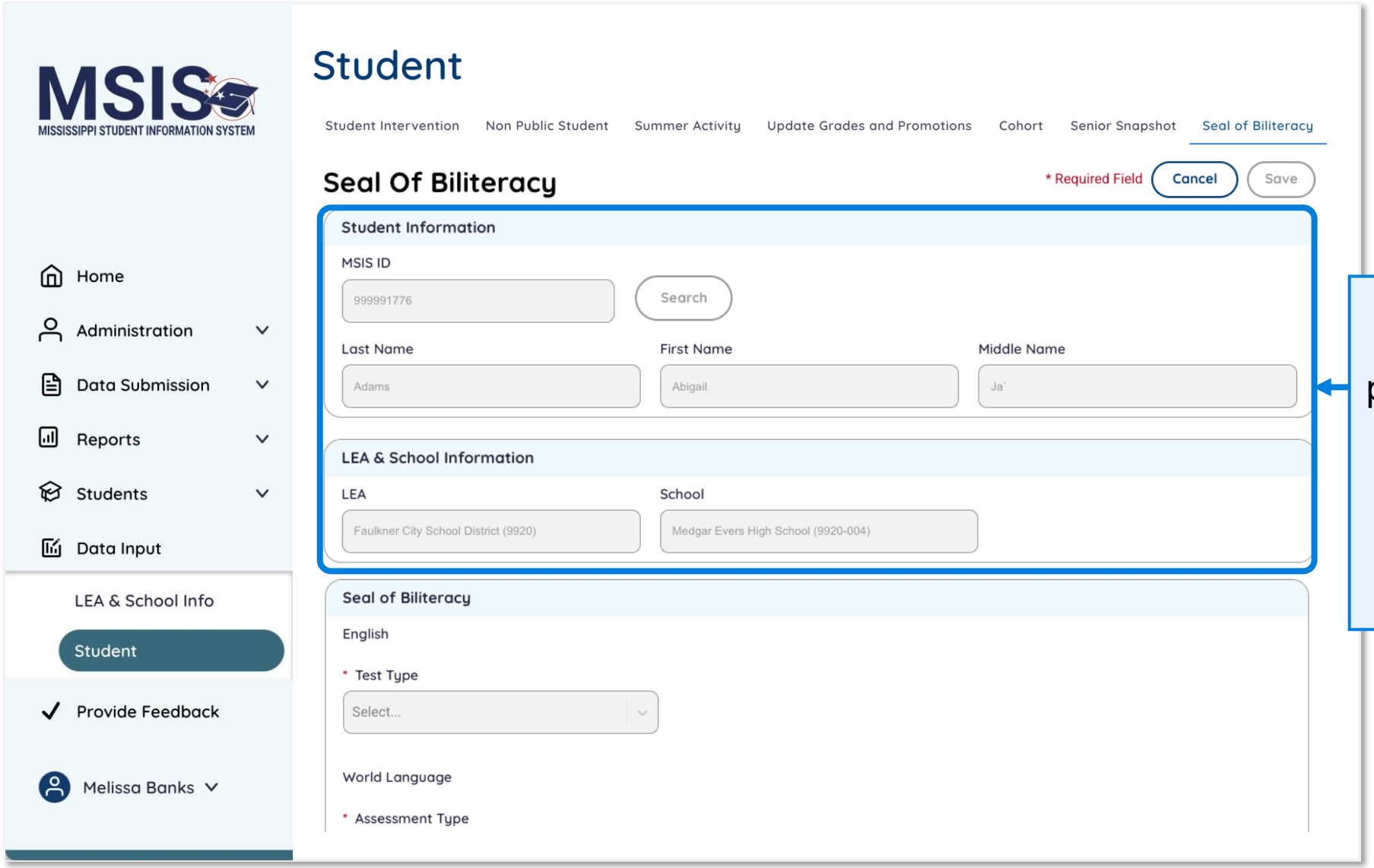


Click
+Add New

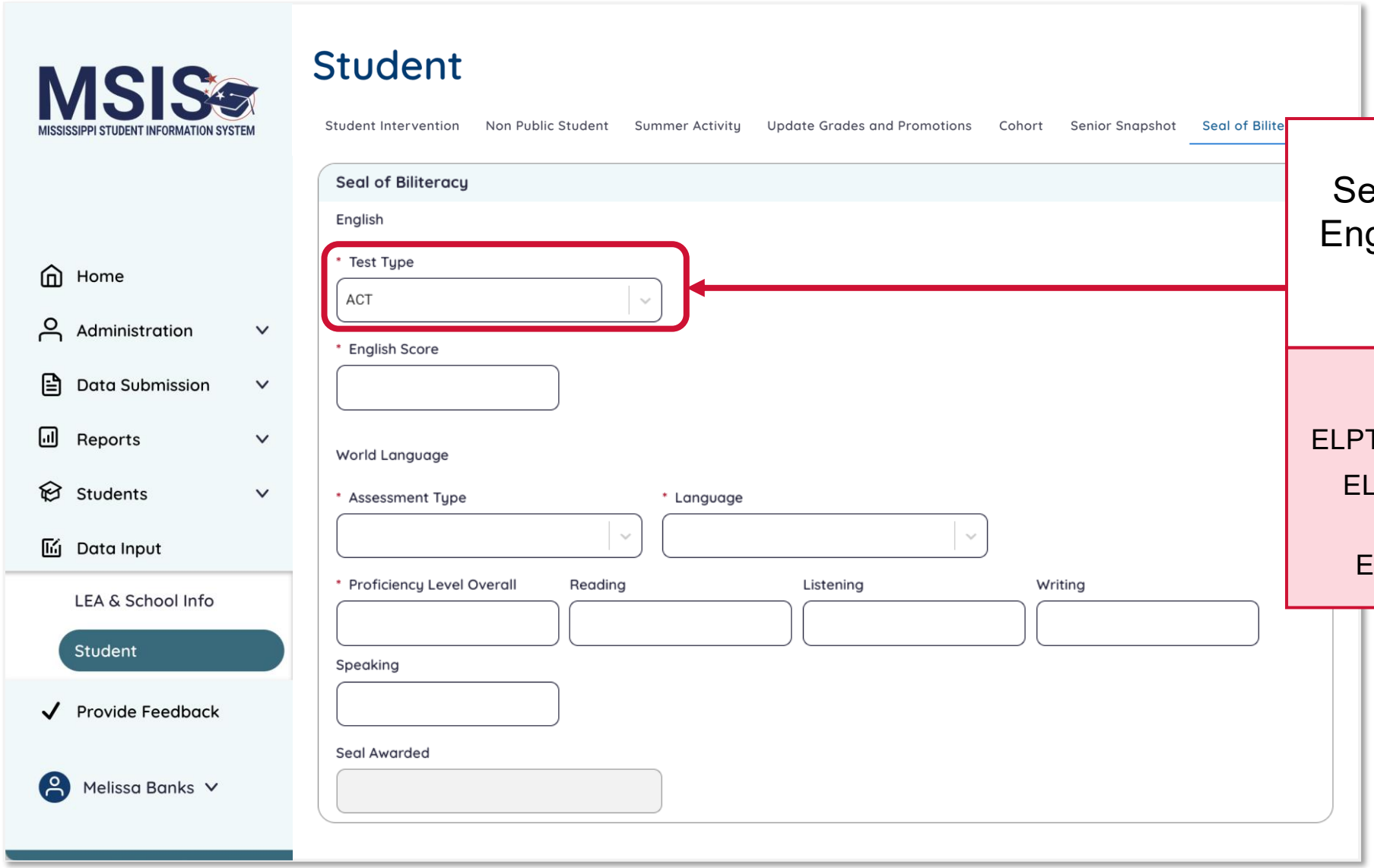


Enter the student's MSIS ID

Select **Search**



Data is prepopulated from the SIS (and cannot be changed).



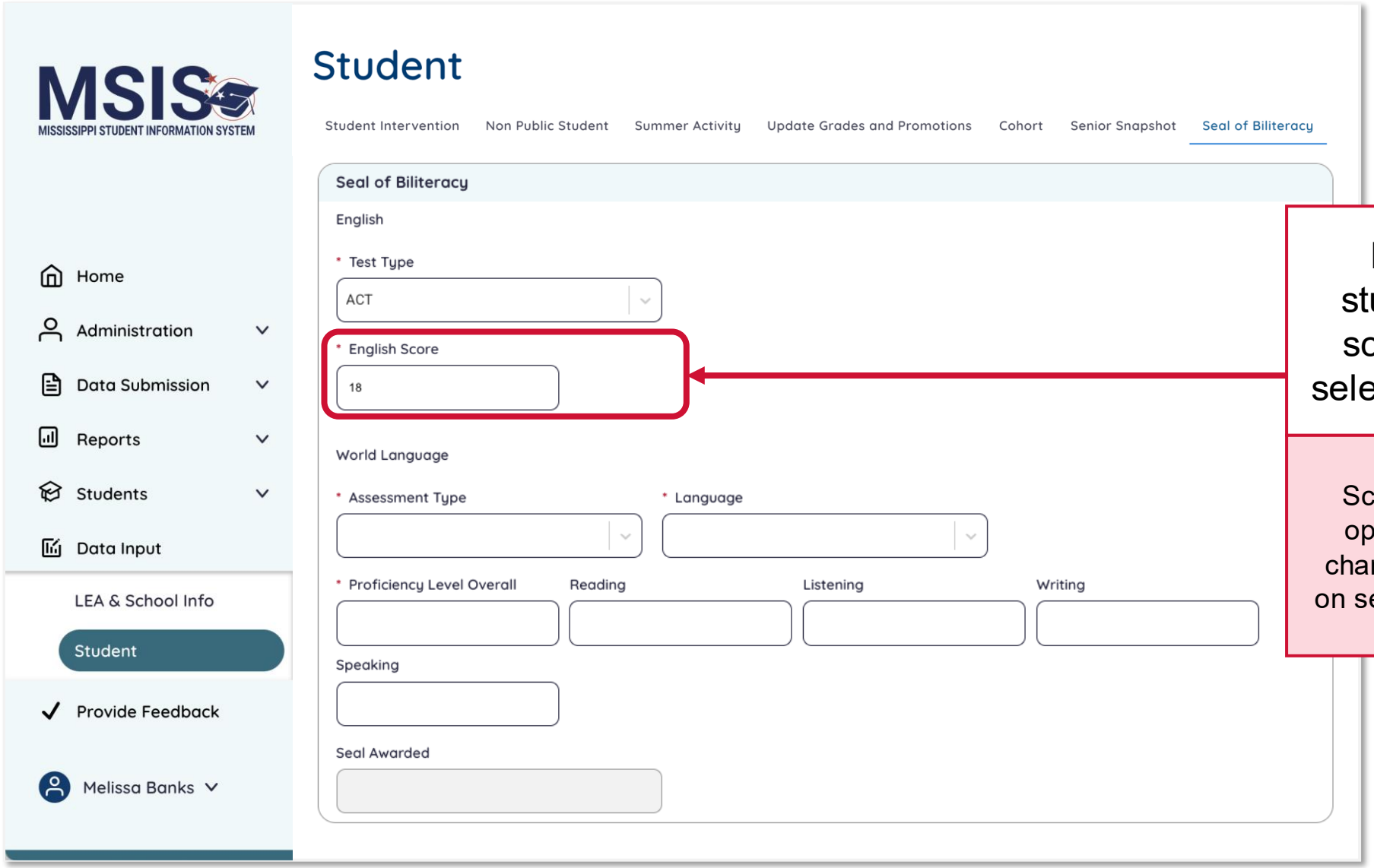
Select the English test type

ACT

ELPT (ELPA 21)

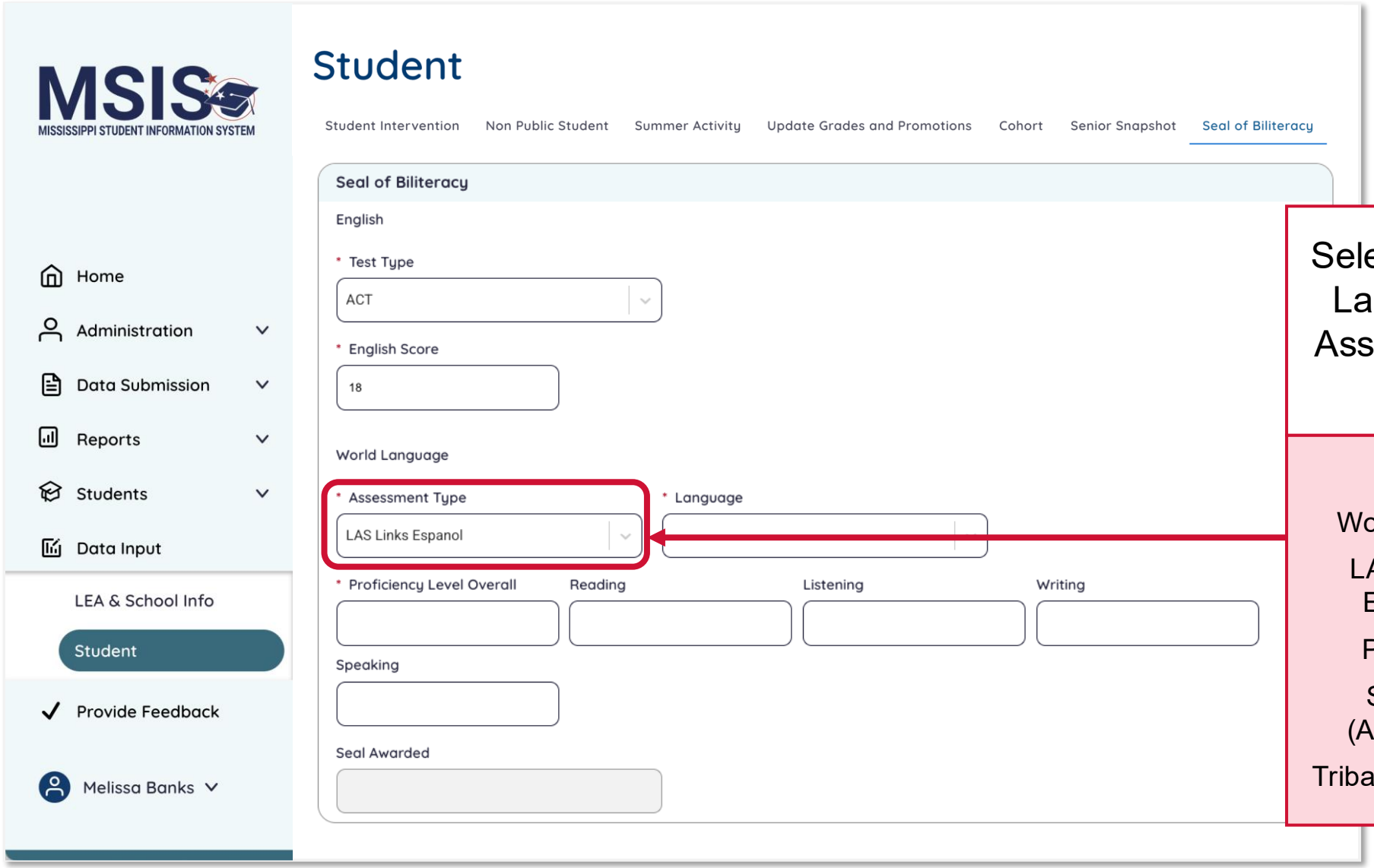
ELPT (LAS Links)

English II



Enter student's score for selected test

Score input options will change based on selected test



Select World Language Assessment type

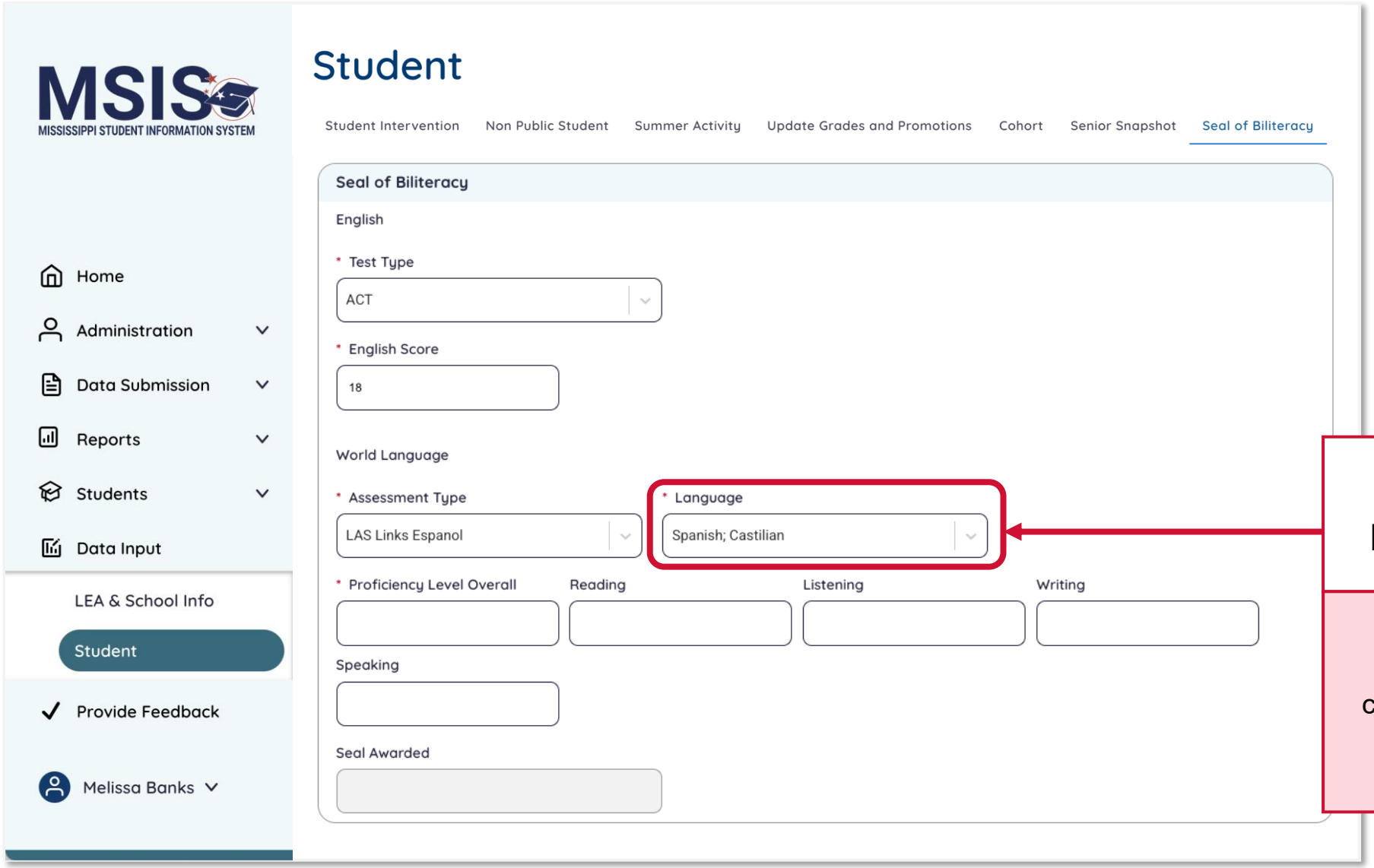
Avant WorldSpeak

LAS Links Espanol

Portfolio

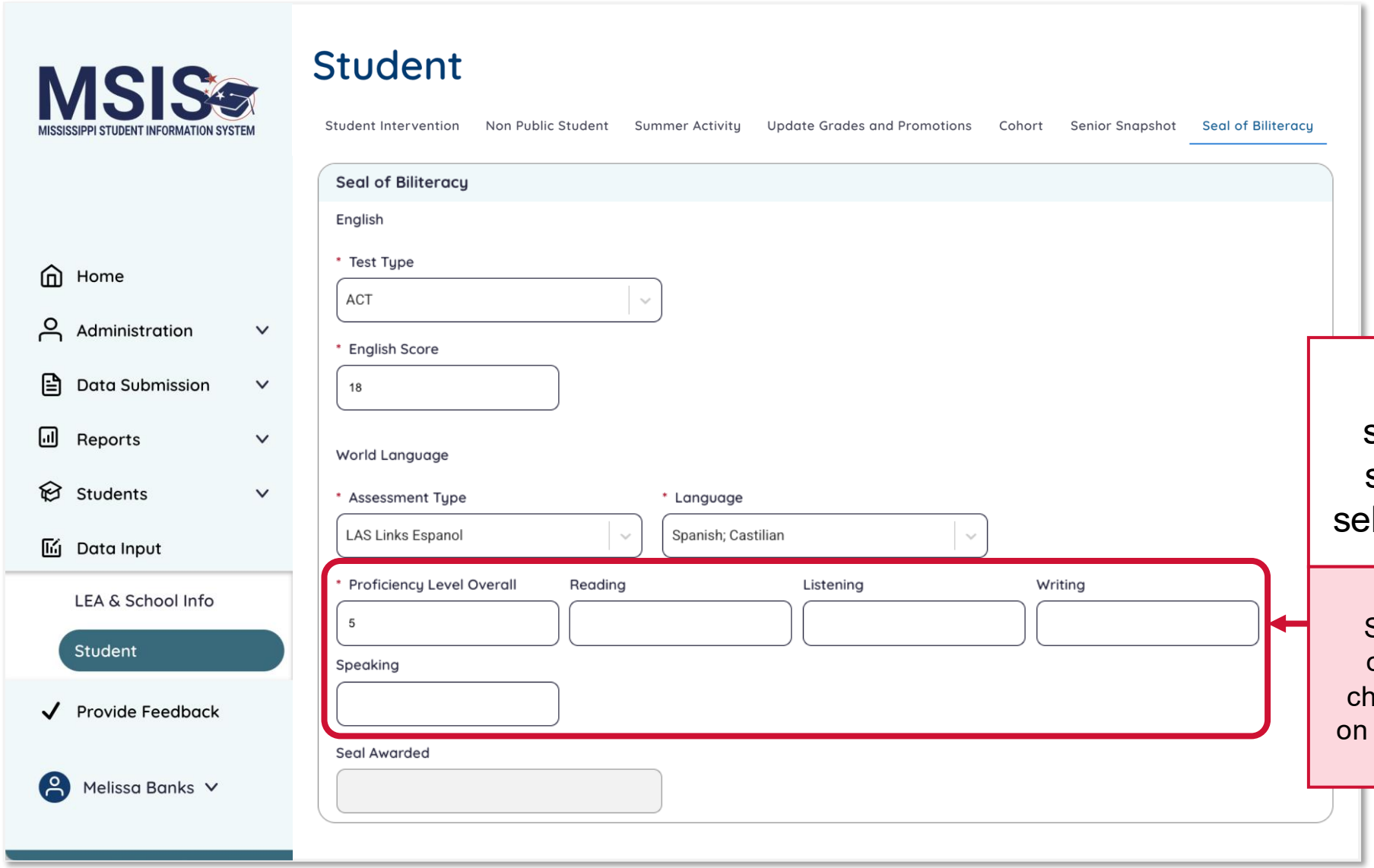
STAMP (Avant) 4S

Tribal Language



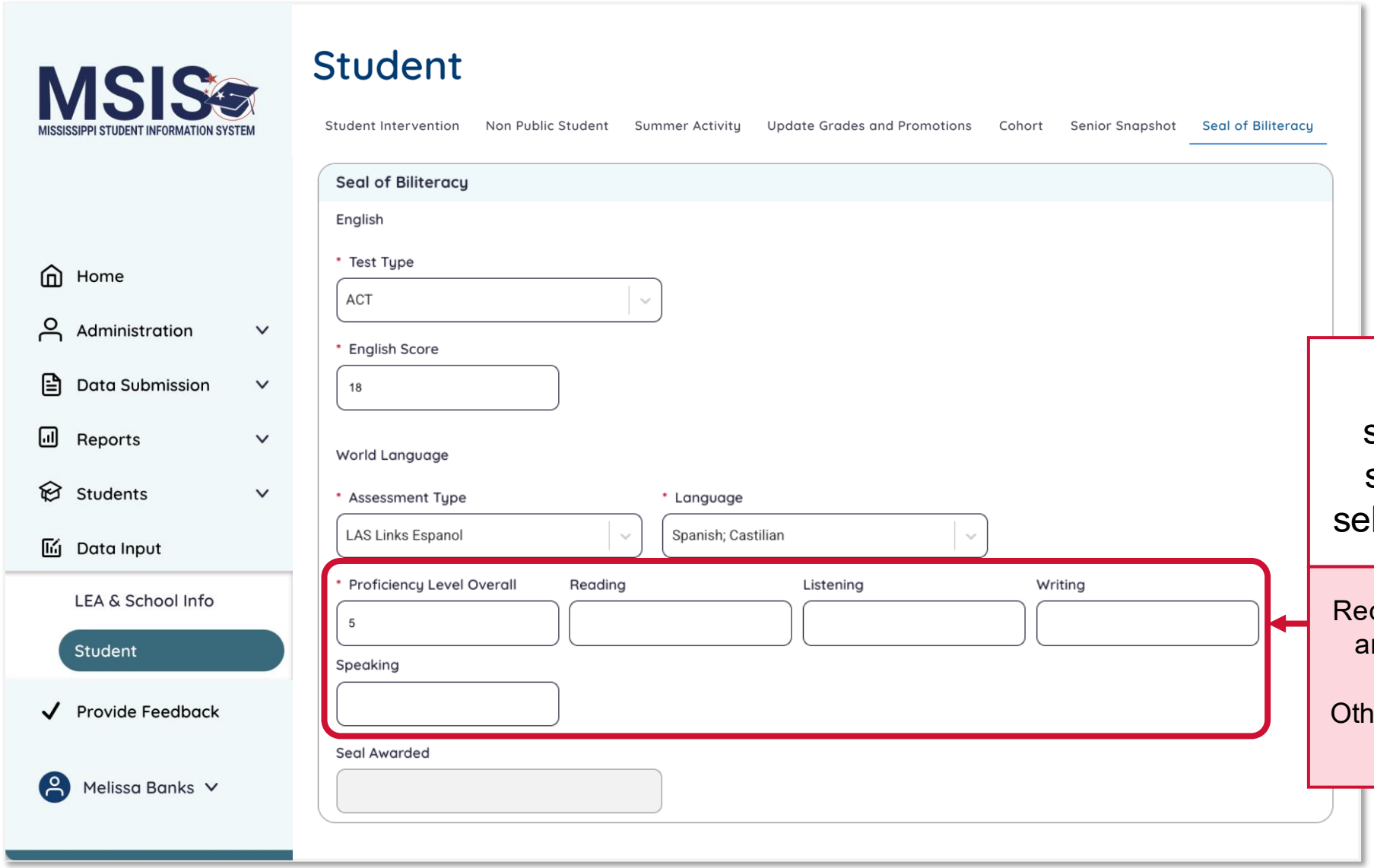
Select Language

Language options will change based on selected assessment



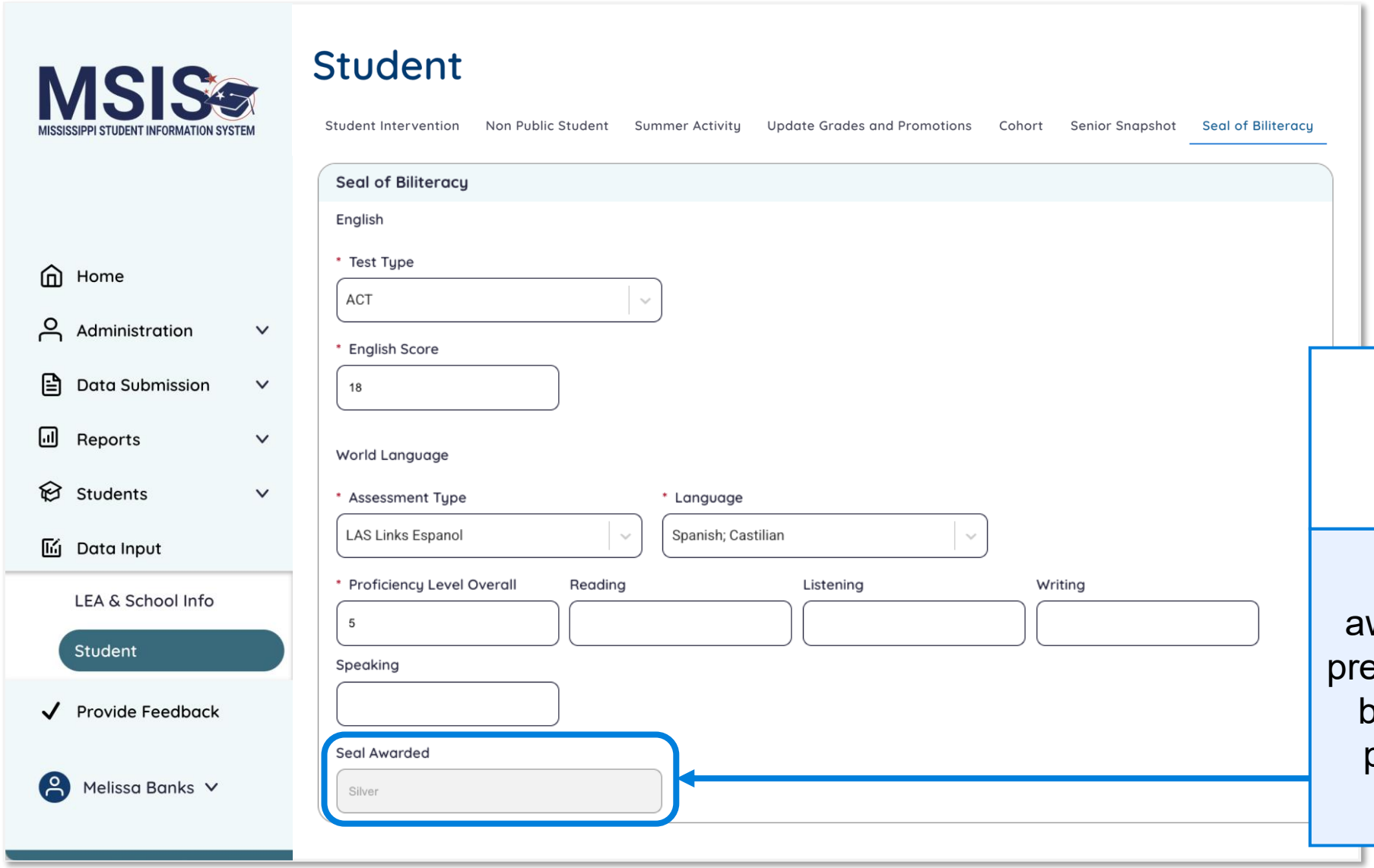
Enter student's score for selected test

Score input options will change based on selected test



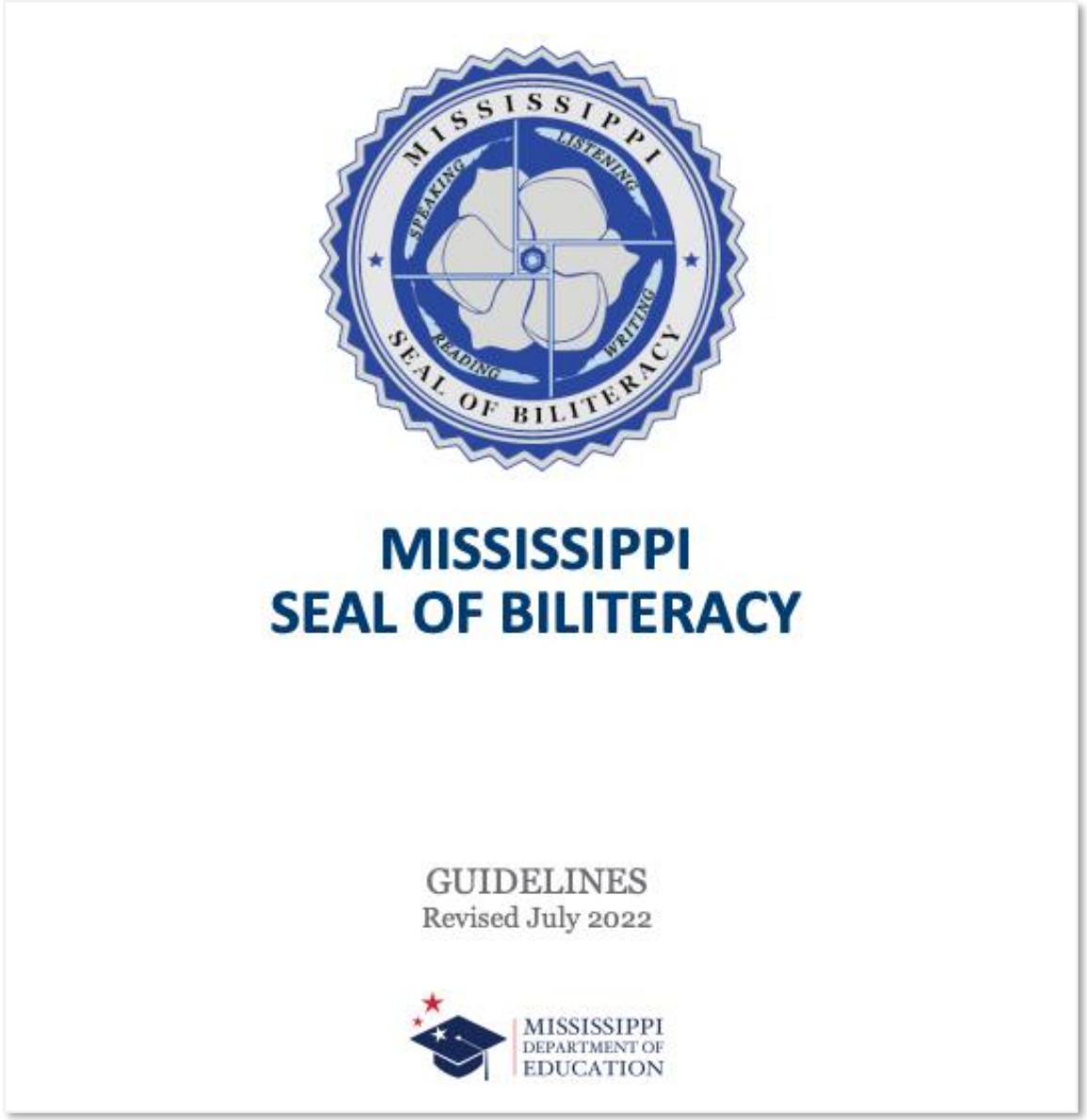
Enter student's score for selected test

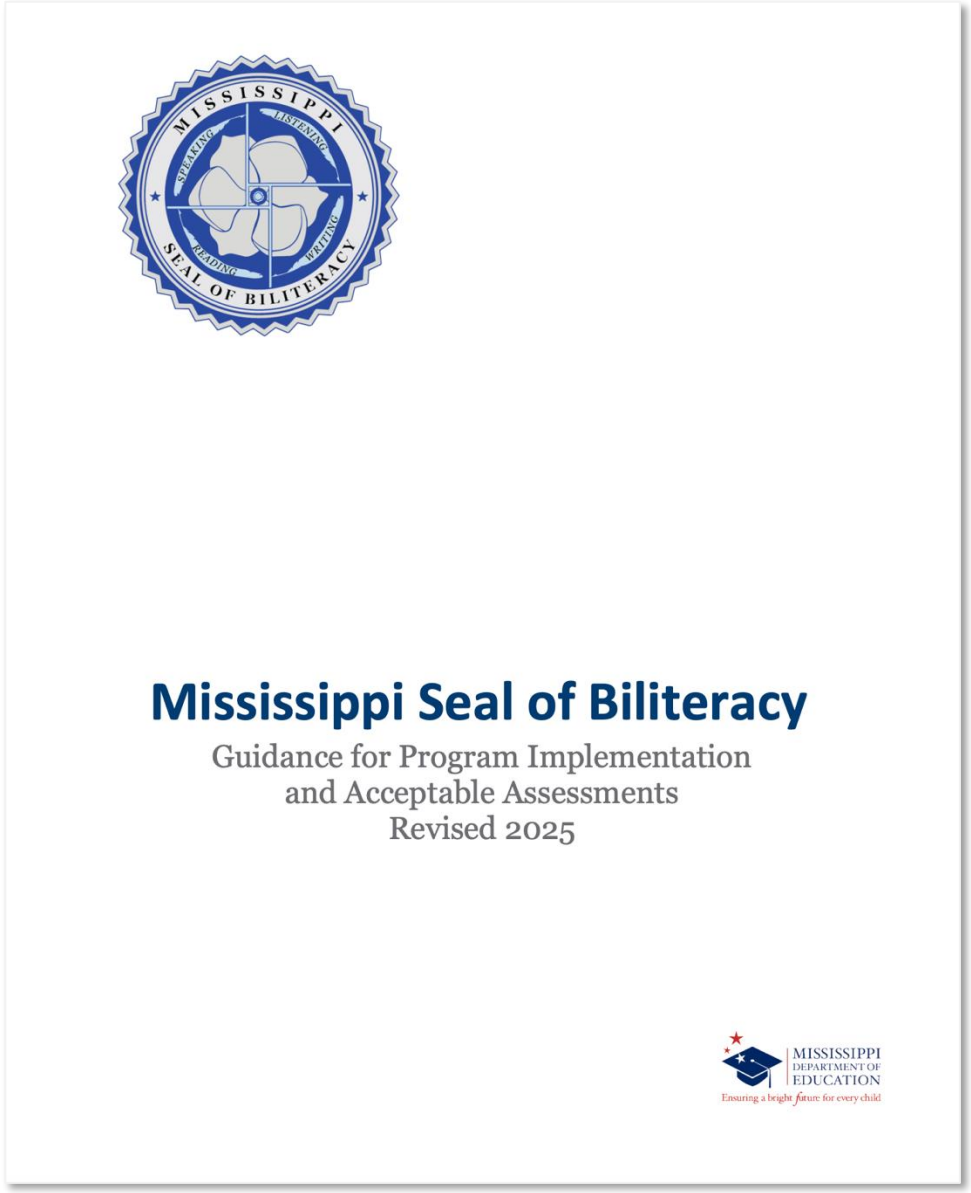
Required scores are indicated with an *
Other scores are optional

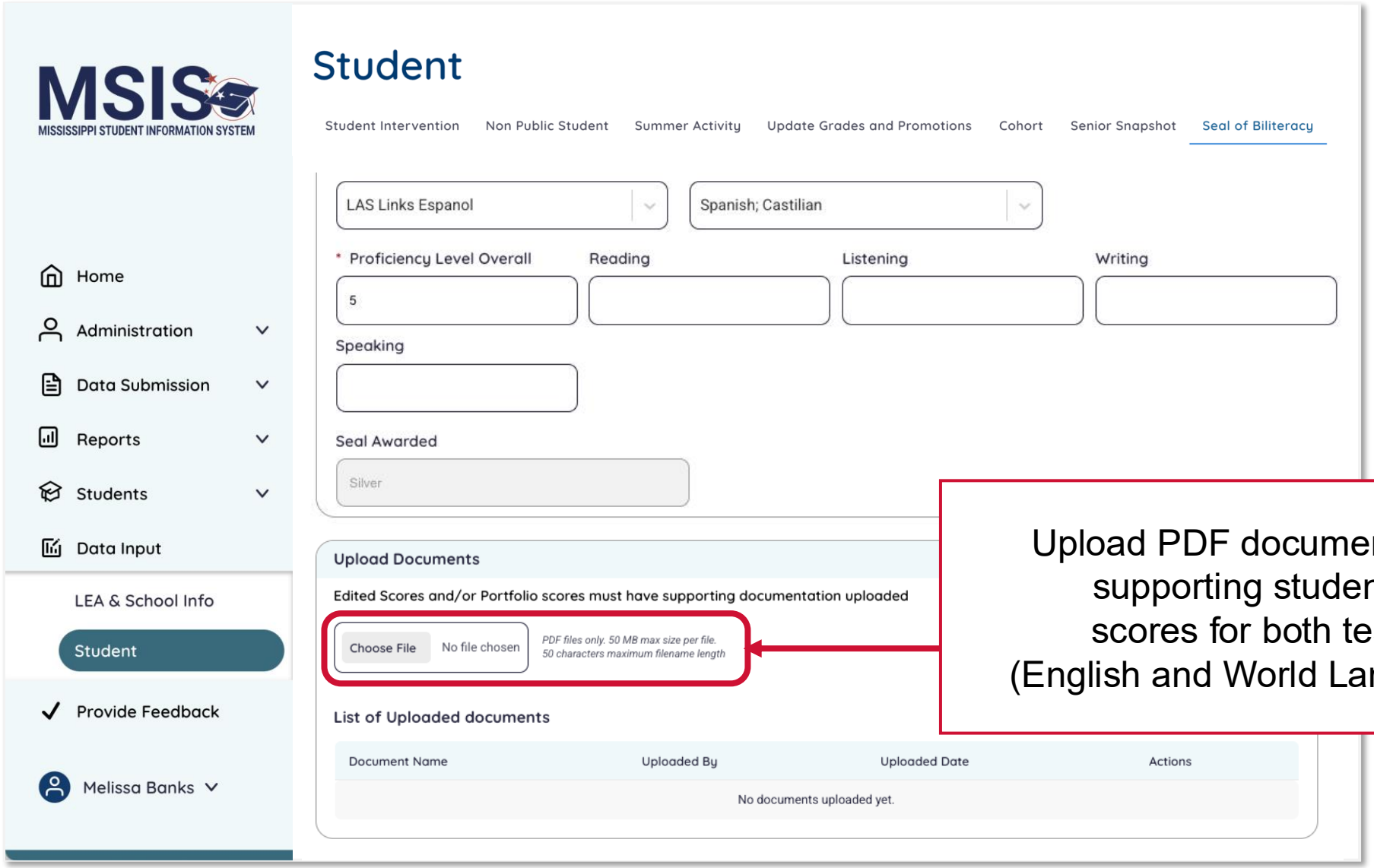


Gold
Silver
None

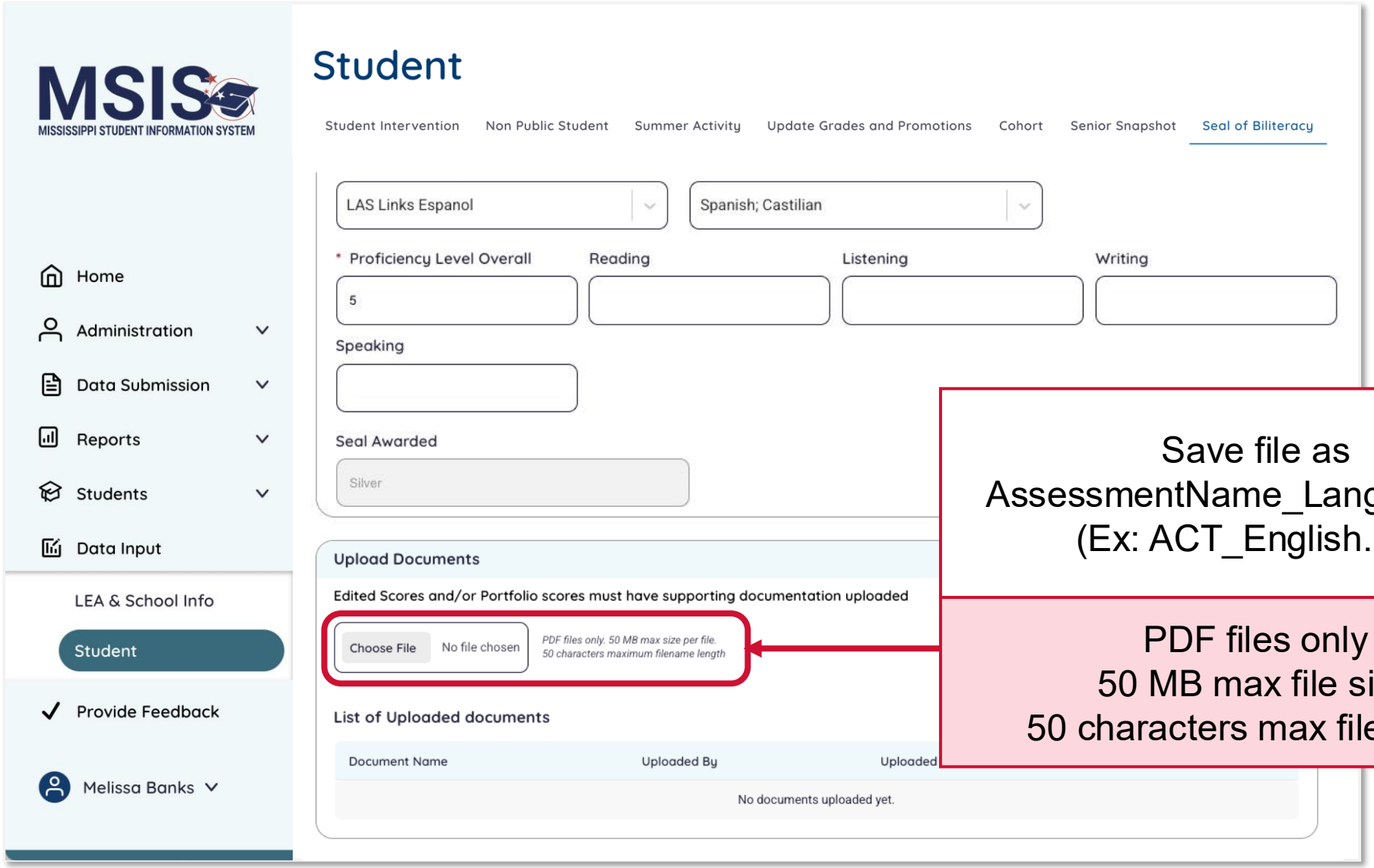
Seal awarded is prepopulated based on provided scores


MISSISSIPPI
SEAL OF BILITERACY
GUIDELINES
Revised July 2022
MISSISSIPPI
DEPARTMENT OF
EDUCATION


Mississippi Seal of Biliteracy
Guidance for Program Implementation
and Acceptable Assessments
Revised 2025
MISSISSIPPI
DEPARTMENT OF
EDUCATION

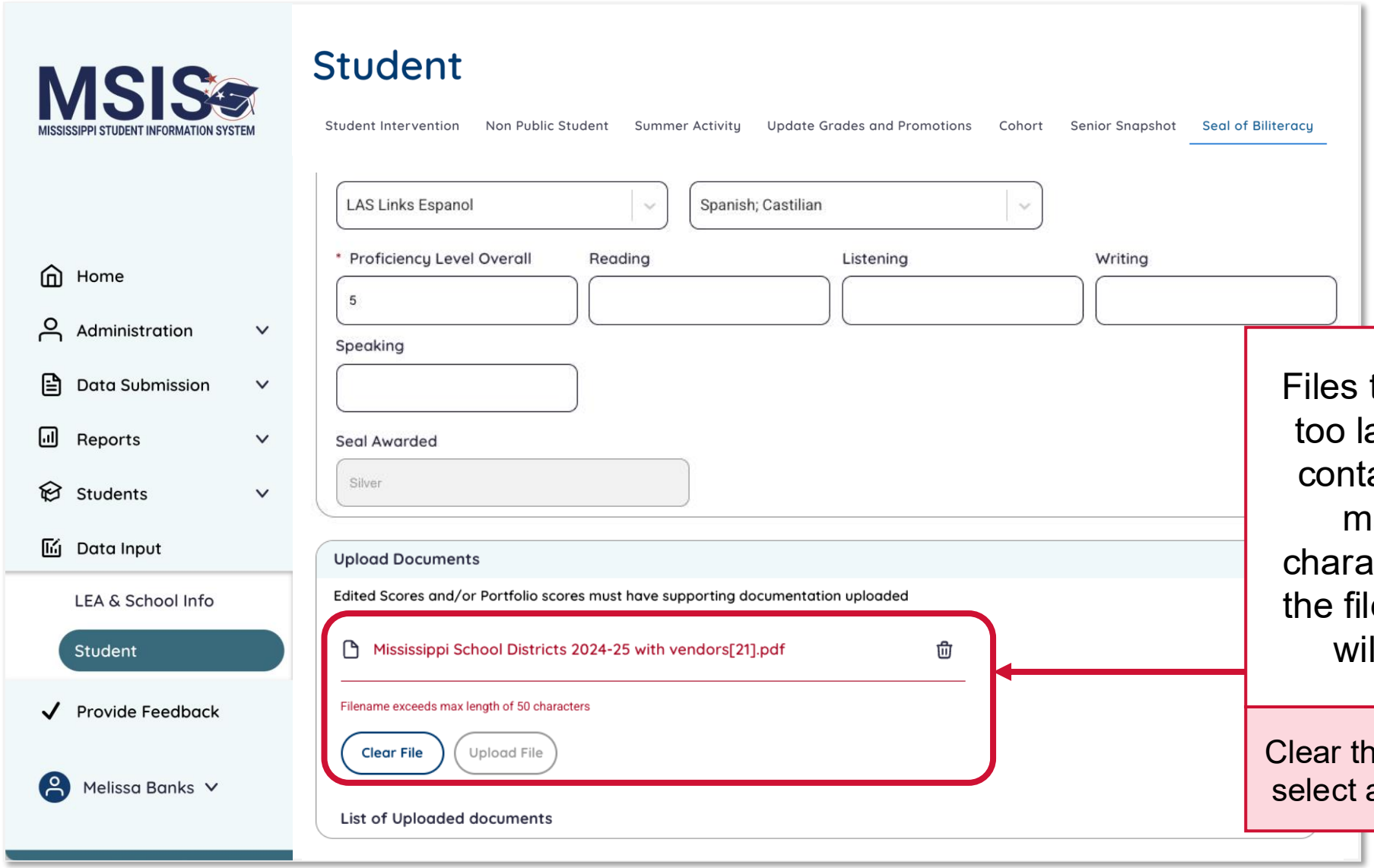


Upload PDF documentation supporting student's scores for both tests (English and World Language)



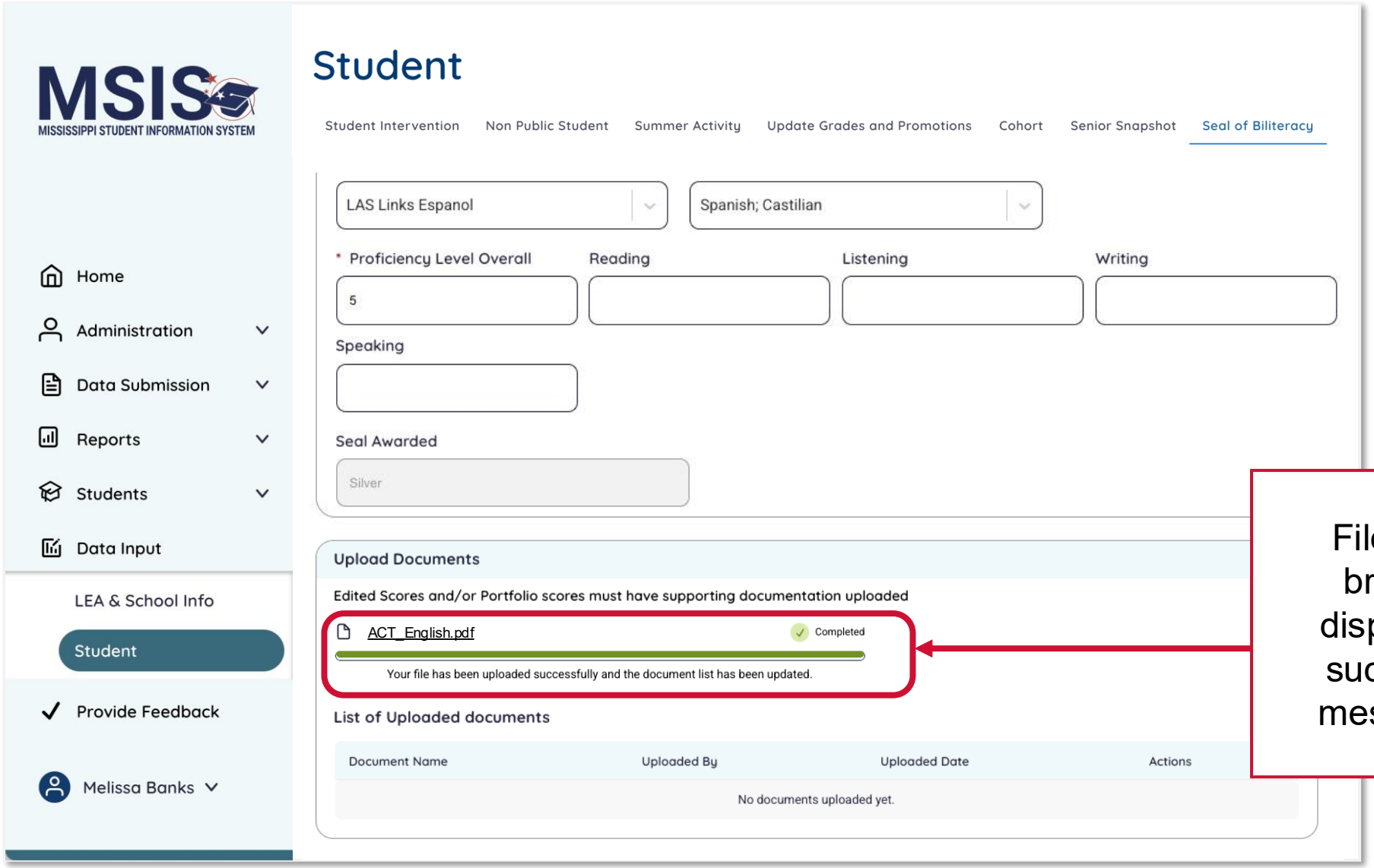
Save file as AssessmentName_Language.pdf (Ex: ACT_English.pdf)

PDF files only
50 MB max file size
50 characters max file name



Files that are too large or contain too many characters in the file name will fail

Clear the file and select a new file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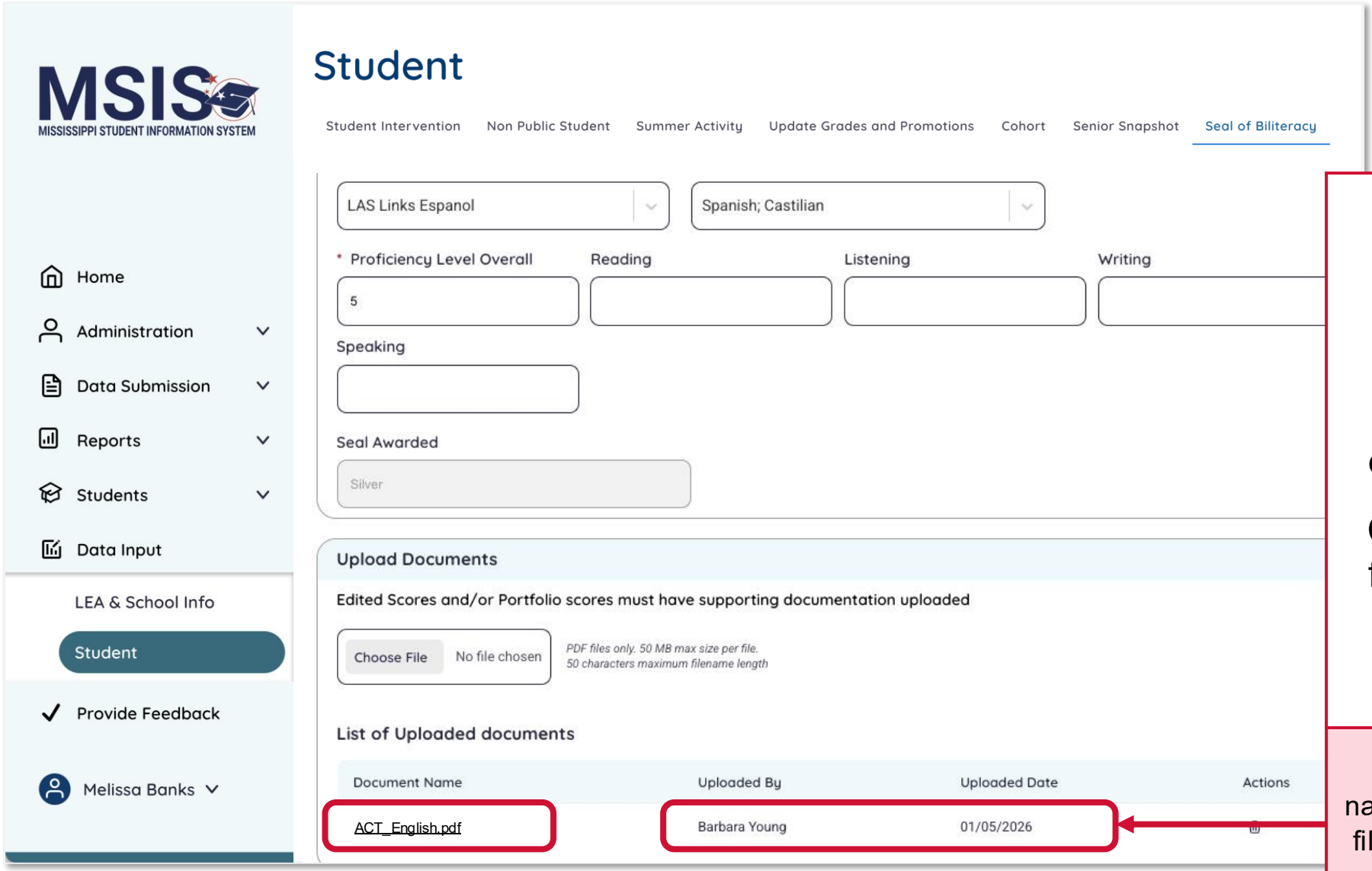
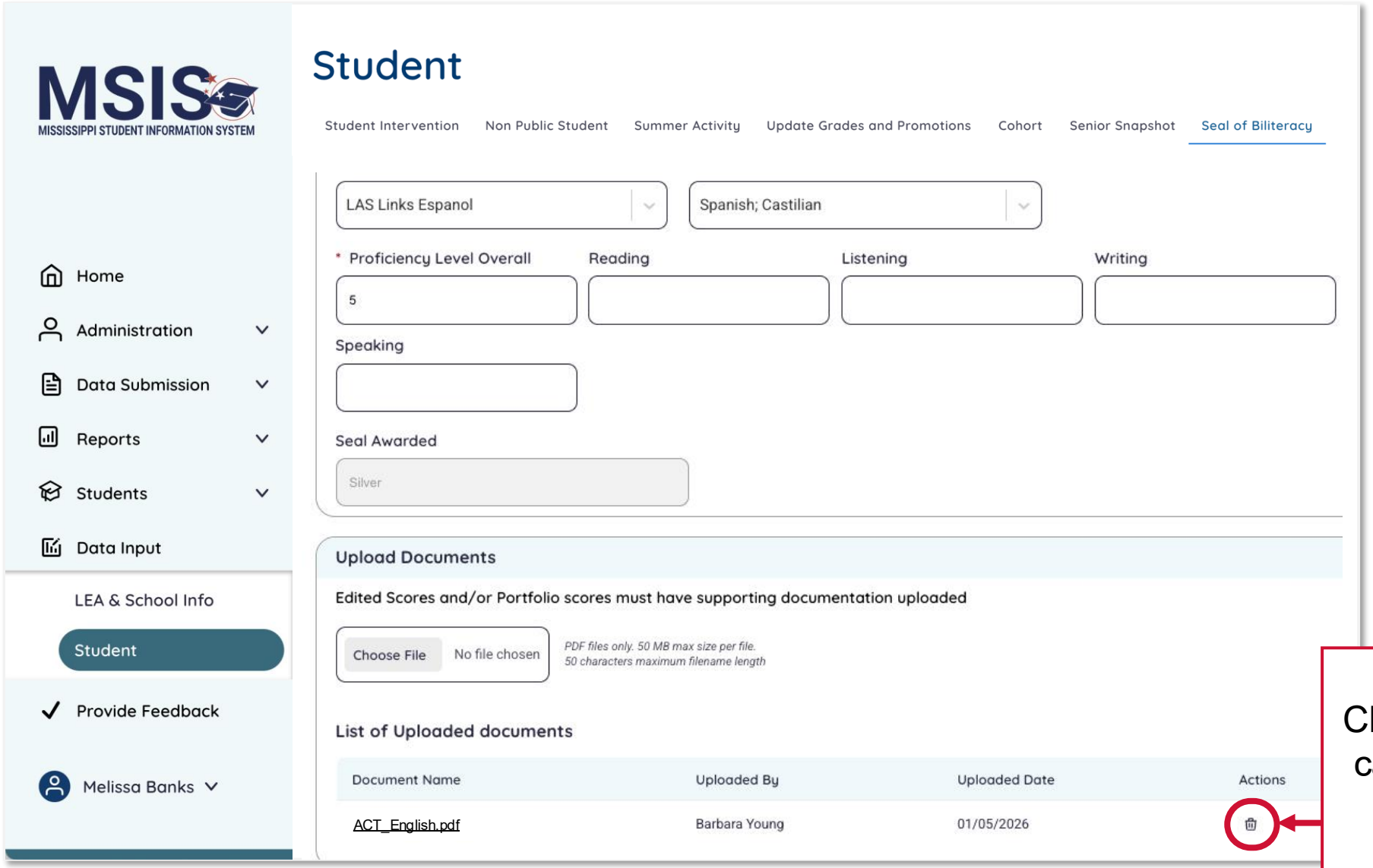
Melissa Banks
Student
Student Intervention
Non Public Student
Summer Activity
Update Grades and Promotions
Cohort
Senior Snapshot
Seal of Biliteracy
LAS Links Espanol
Spanish; Castilian
* Proficiency Level Overall
Reading
Listening
Writing
5
Speaking
Seal Awarded
Silver
Upload Documents
Edited Scores and/or Portfolio scores must have supporting documentation uploaded
ACT_English.pdf
Completed
Your file has been uploaded successfully and the document list has been updated.
List of Uploaded documents
Document Name
Uploaded By
Uploaded Date
Actions
No documents uploaded yet.
File will briefly display a success message



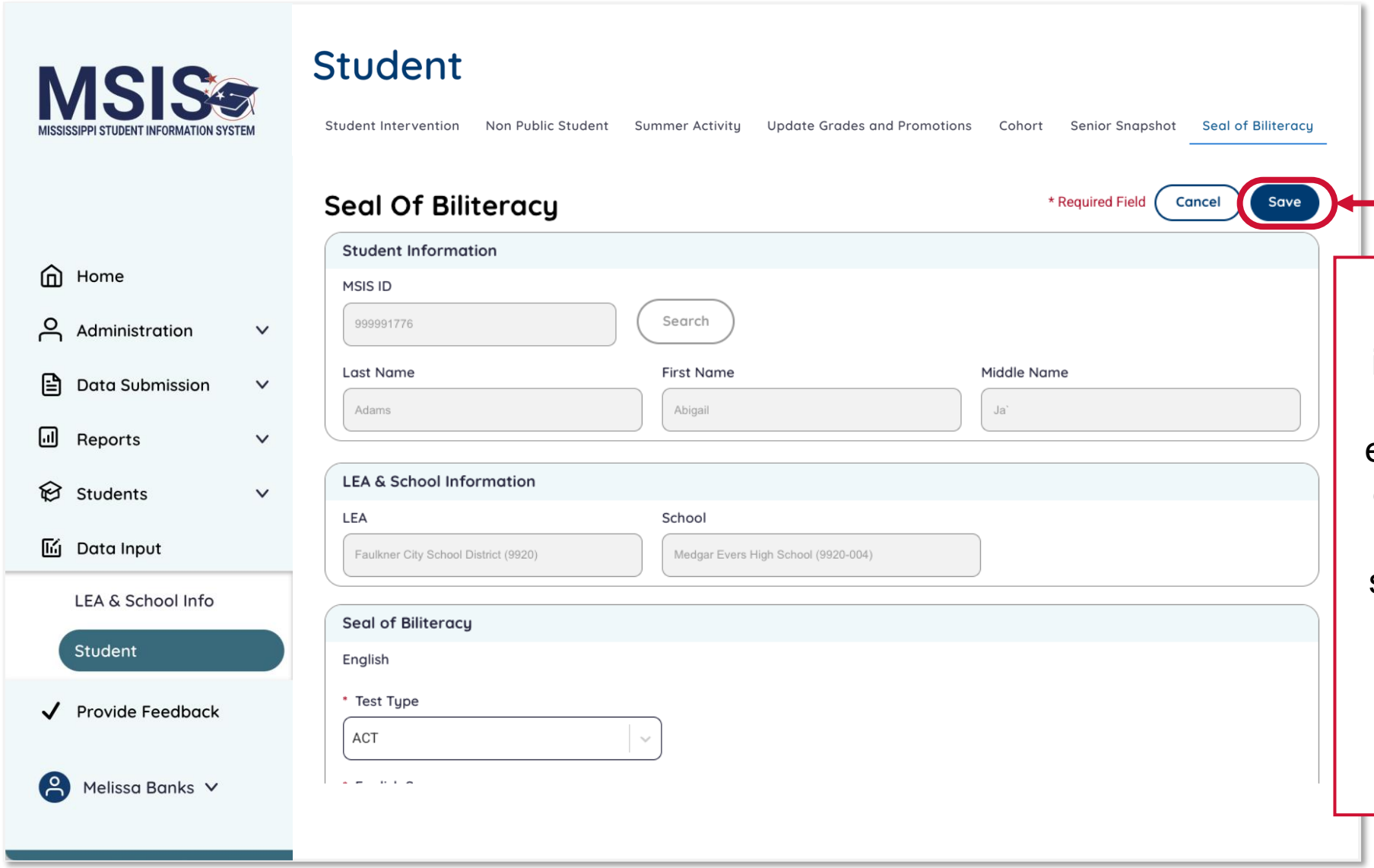
Successful files will appear in the list of uploaded documents.

Click on the file name to download the file.

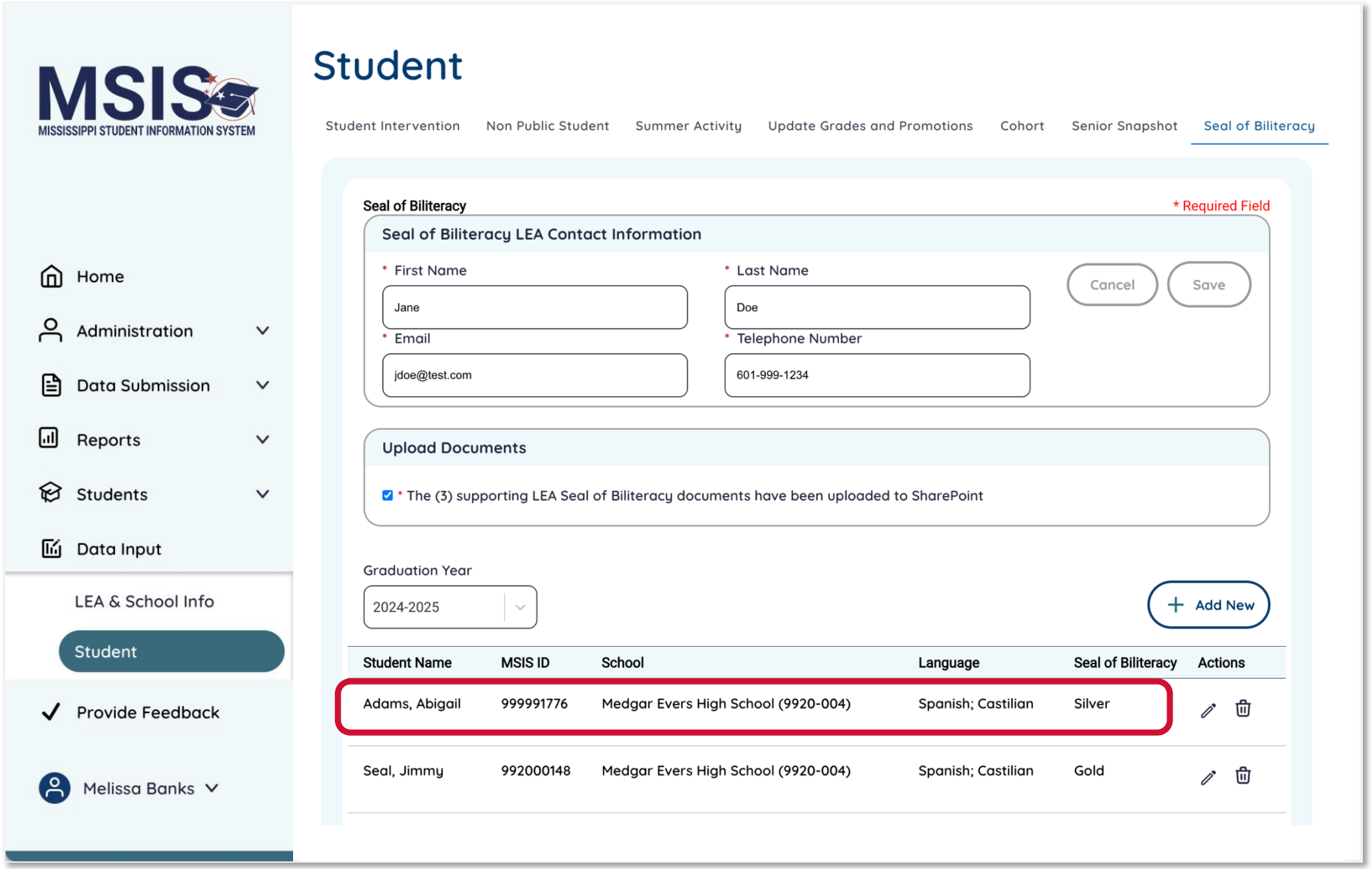
Displays user name and date the file was uploaded



Click the trash can to delete the file



Once all information has been entered and documents uploaded, scroll to the top of the screen and select **Save**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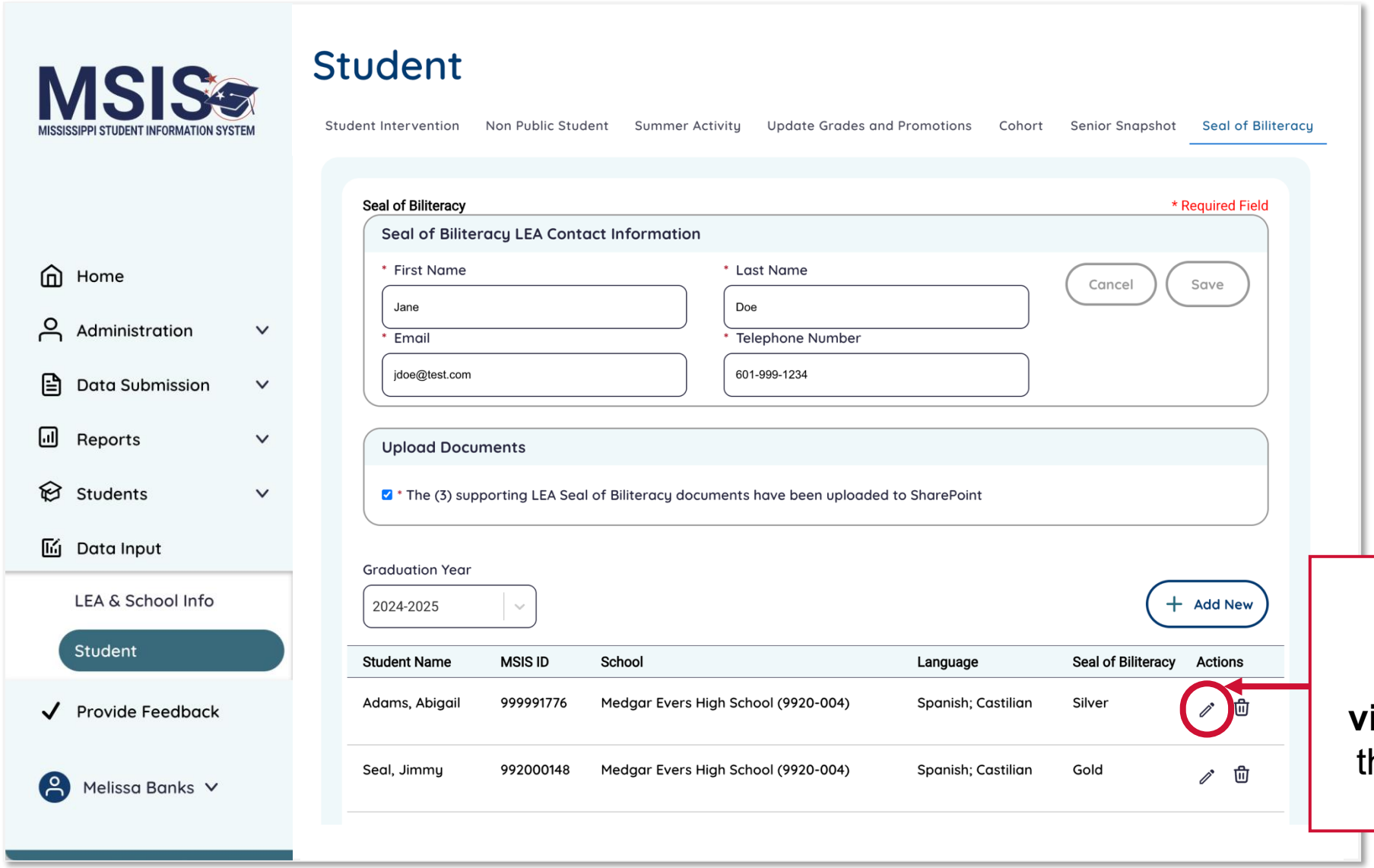
Seal of Biliteracy
Seal of Biliteracy
* Required Field
Seal of Biliteracy LEA Contact Information
* First Name
Jane
* Last Name
Doe
Cancel
Save
* Email
jdoe@test.com
* Telephone Number
601-999-1234
Upload Documents
* The (3) supporting LEA Seal of Biliteracy documents have been uploaded to SharePoint
Graduation Year
2024-2025
Add New
Student Name
MSIS ID
School
Language
Seal of Biliteracy
Actions
Adams, Abigail
999991776
Medgar Evers High School (9920-004)
Spanish; Castilian
Silver
Seal, Jimmy
992000148
Medgar Evers High School (9920-004)
Spanish; Castilian
Gold

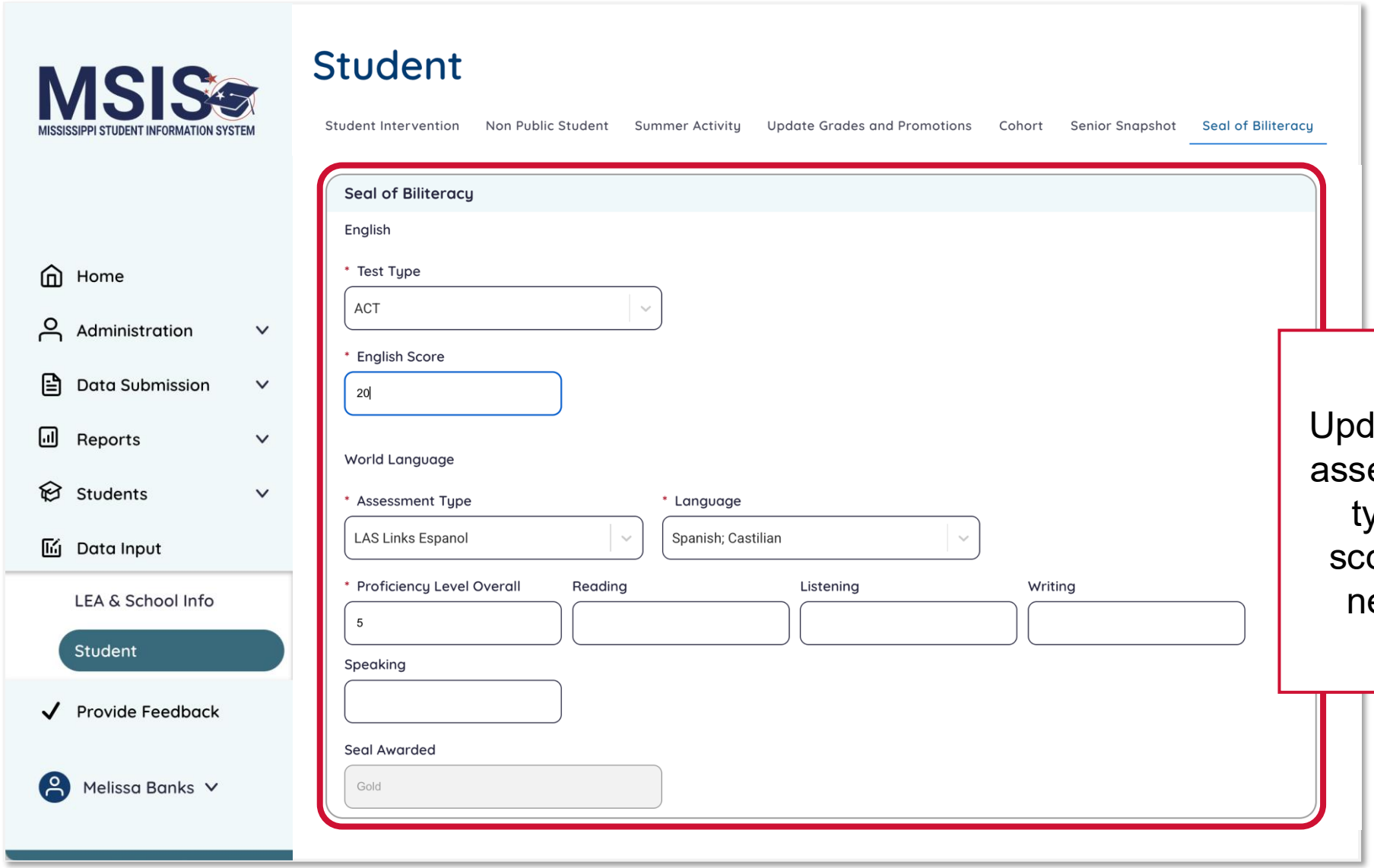
STEP 3

Edit students as necessary.

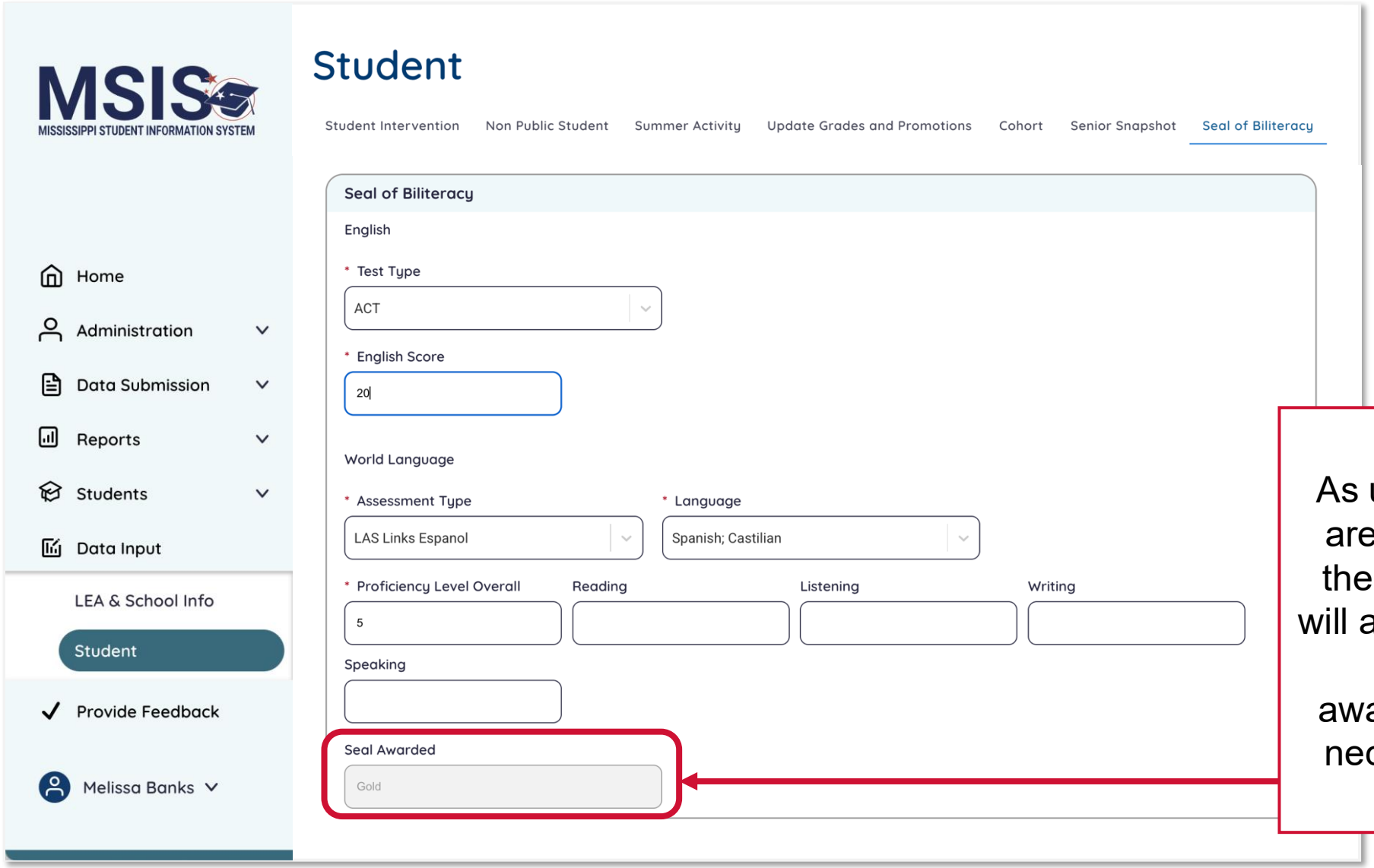
Current graduating class (beginning May 2026): Update students throughout the year if their test scores change. All students in the current school year's graduating class must be entered by June 30.



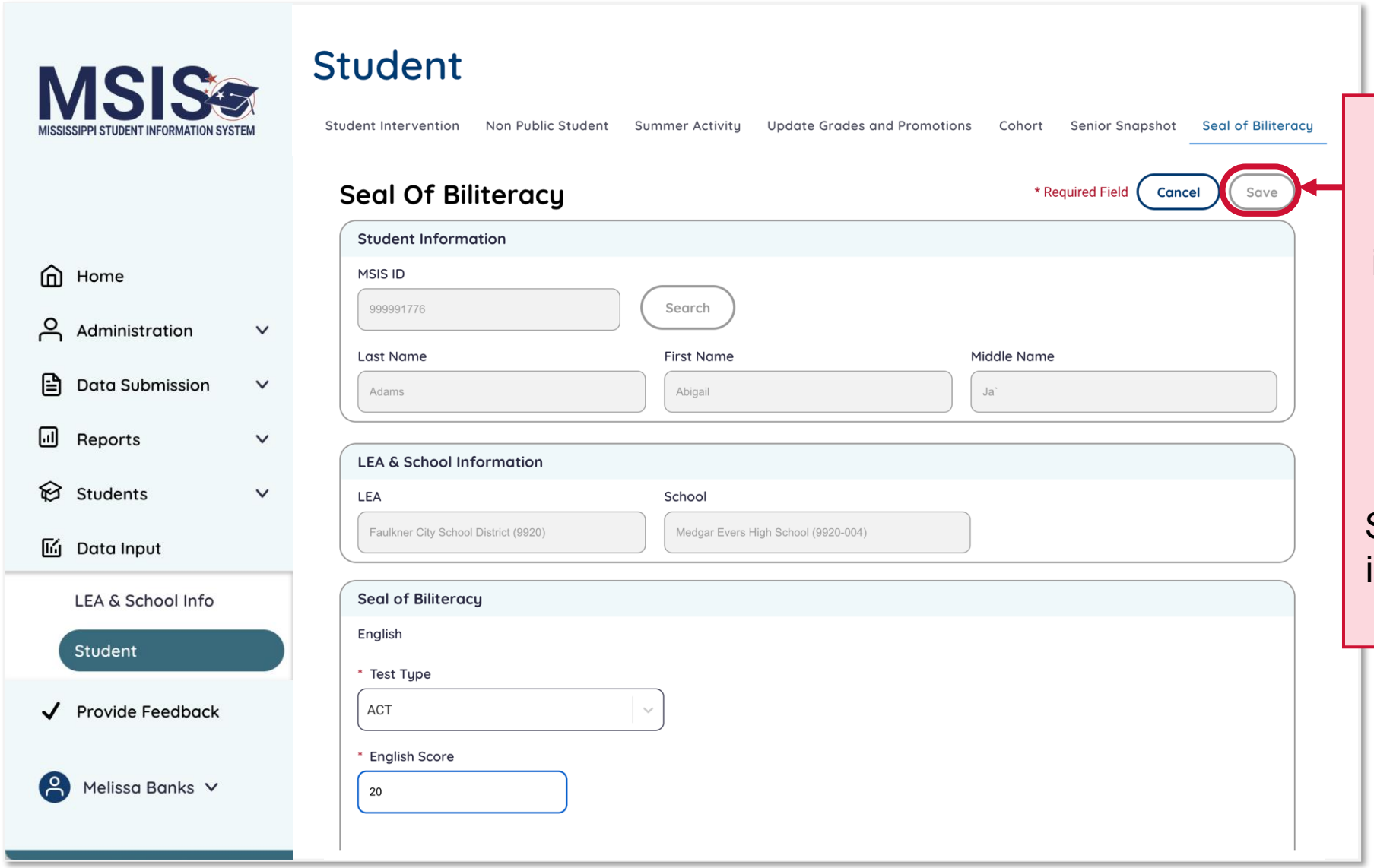
Click the pencil to **view** or **edit** the student



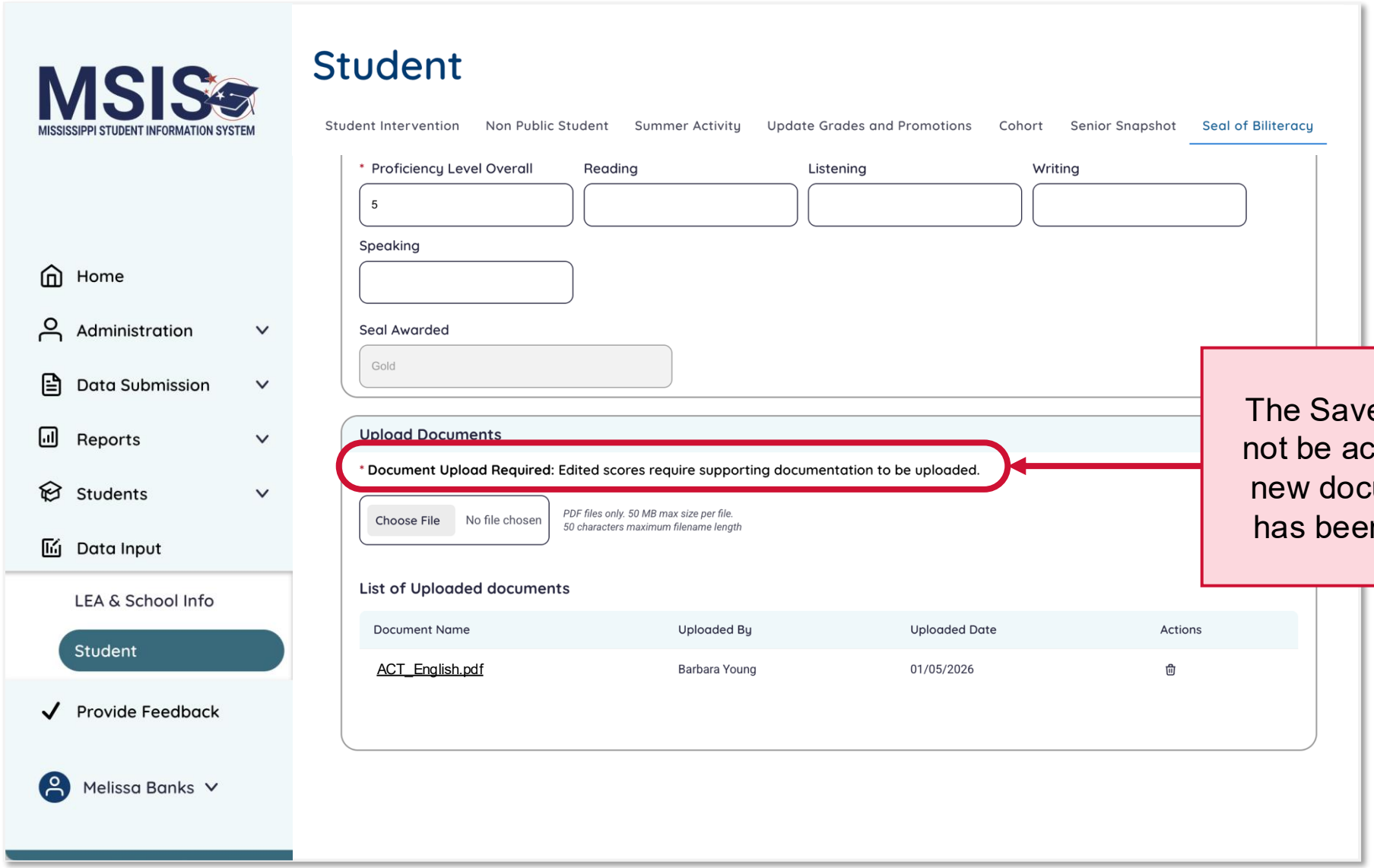
Update test/ assessment type or scores as needed



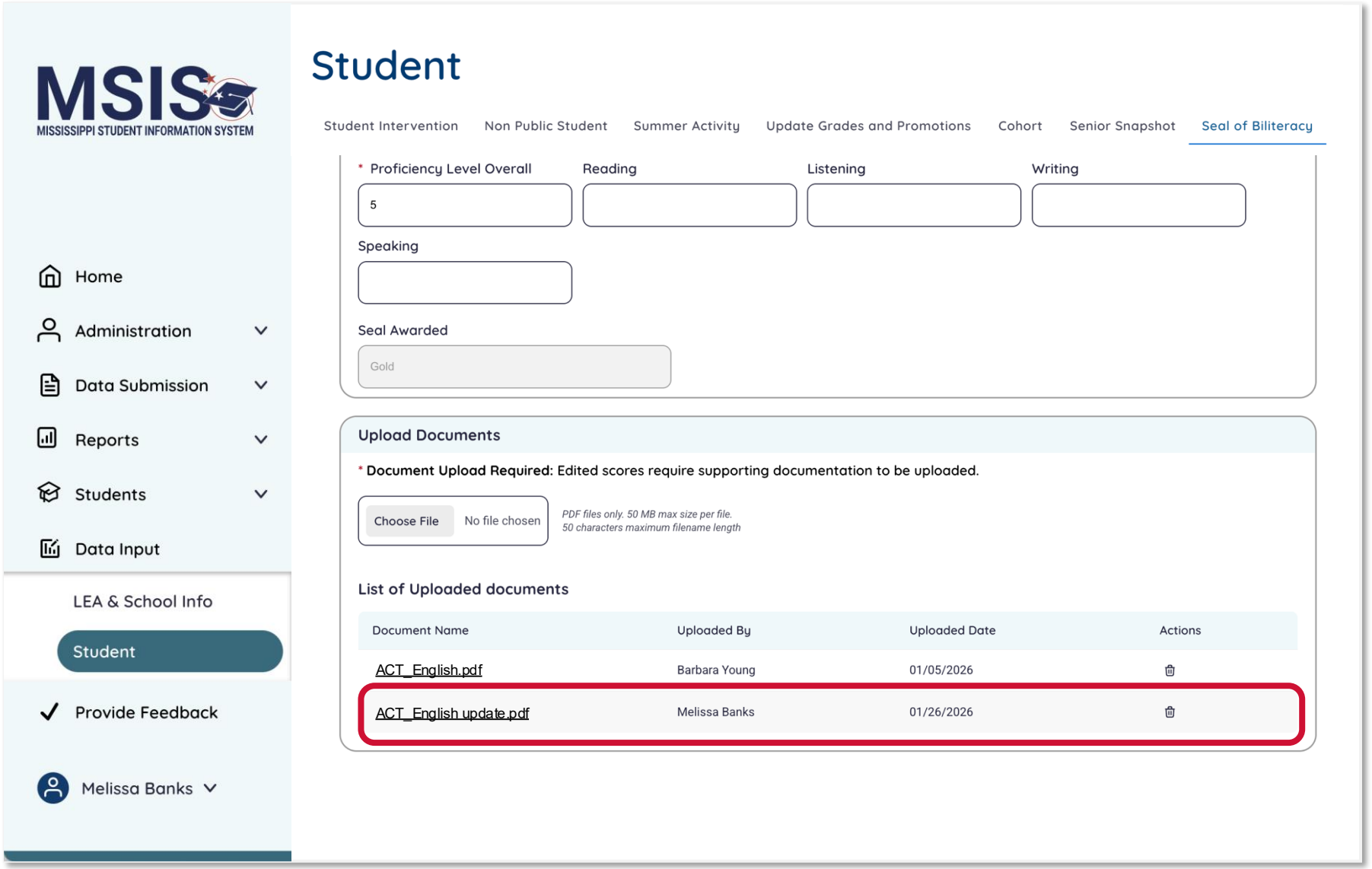
As updates are made, the screen will adjust the seal awarded, if necessary



If you update information and scroll back to the top of the screen, notice the Save button is not active



The Save button will not be activated until new documentation has been uploaded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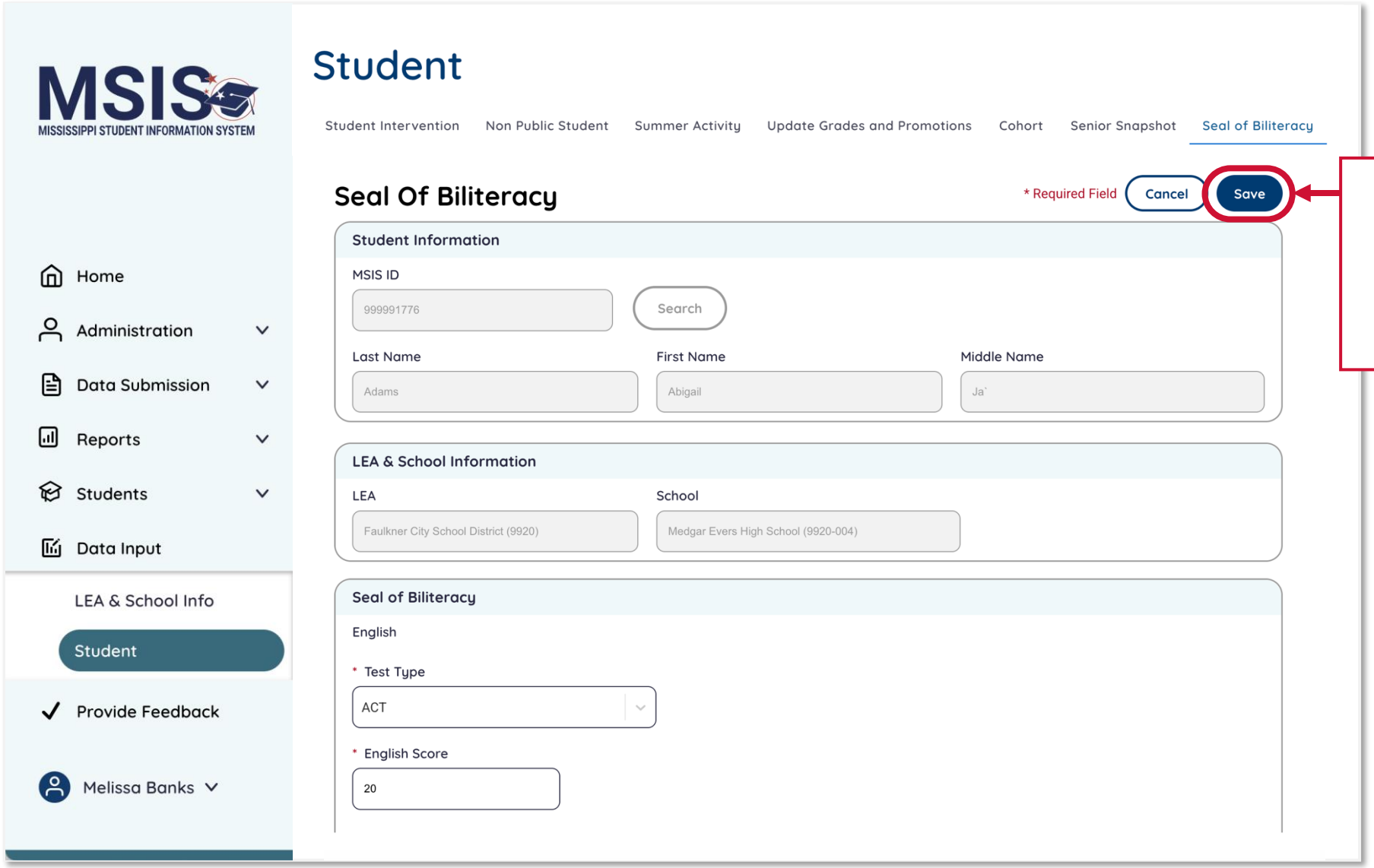
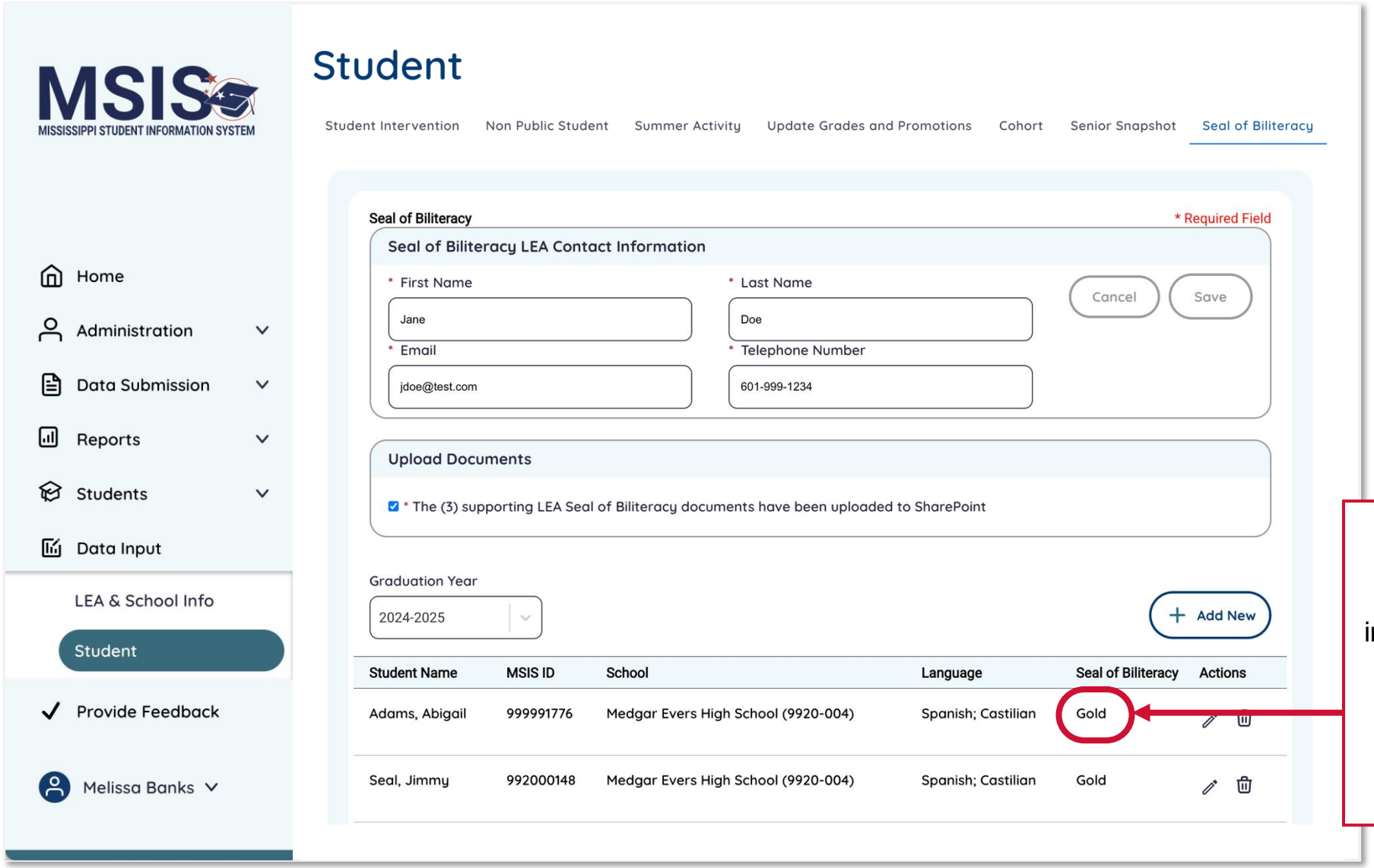
Cohort
Senior Snapshot
Seal of Biliteracy
* Proficiency Level Overall
5
Reading
Listening
Writing
Speaking
Seal Awarded
Gold
Upload Documents
* Document Upload Required: Edited scores require supporting documentation to be uploaded.
Choose File
No file chosen
PDF files only. 50 MB max size per file.
50 characters maximum filename length
List of Uploaded documents
Document Name
Uploaded By
Uploaded Date
Actions
ACT_English.pdf
Barbara Young
01/05/2026
ACT_English update.pdf
Melissa Banks
01/26/2026



Save your edits



Relevant updated information will be displayed on the screen

Deadlines

Seal of Biliteracy

23-24 Graduating Class

24-25 Graduating Class

Enter all students who earned a silver or gold seal by April 30.

Seal of Biliteracy

Current Graduating Class

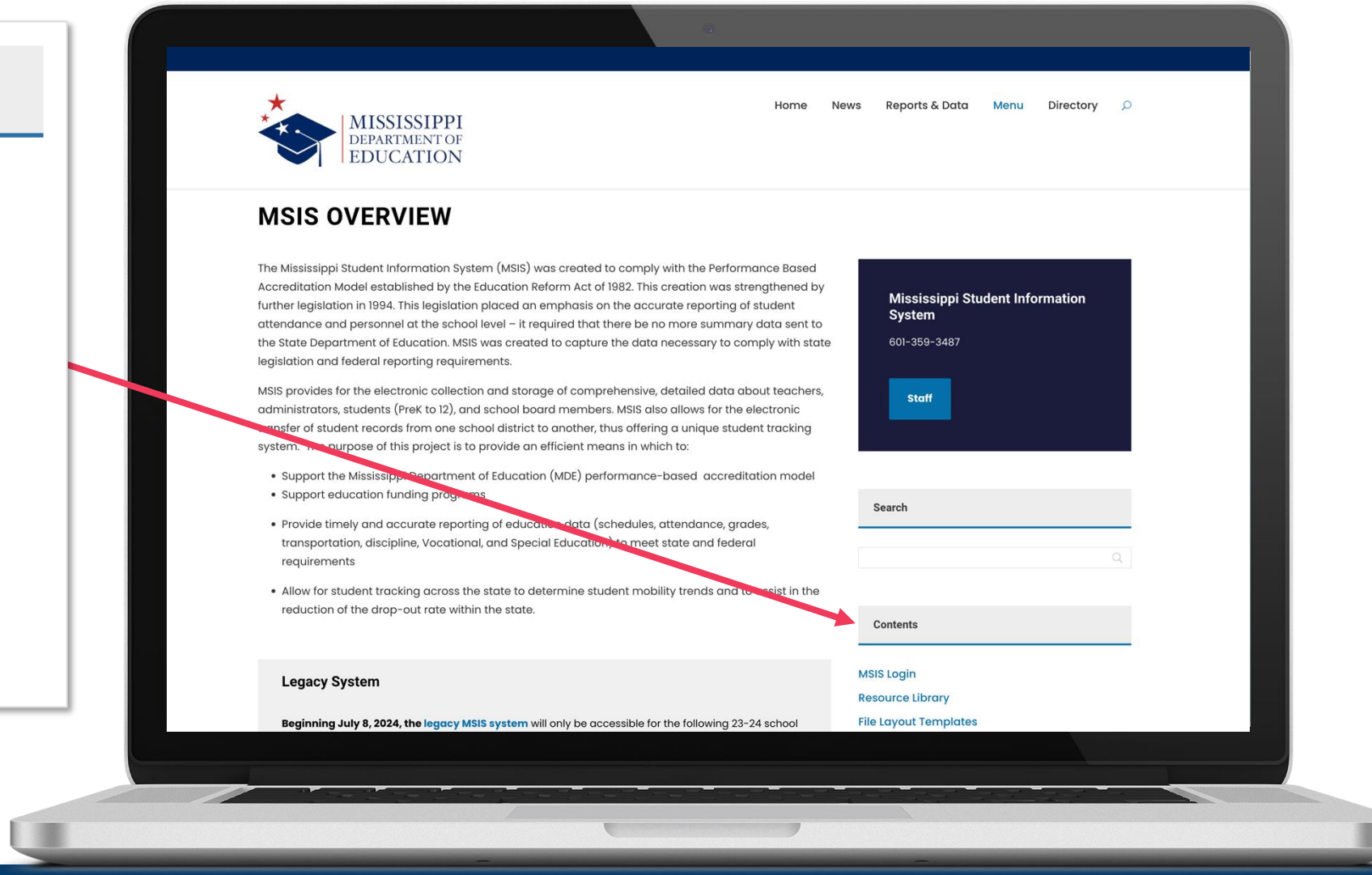
(Beginning May 2026) Enter students as seals are earned throughout the year. All seals must be entered by June 30 of the student's graduating school year.

Resources

MSIS Overview

Contents

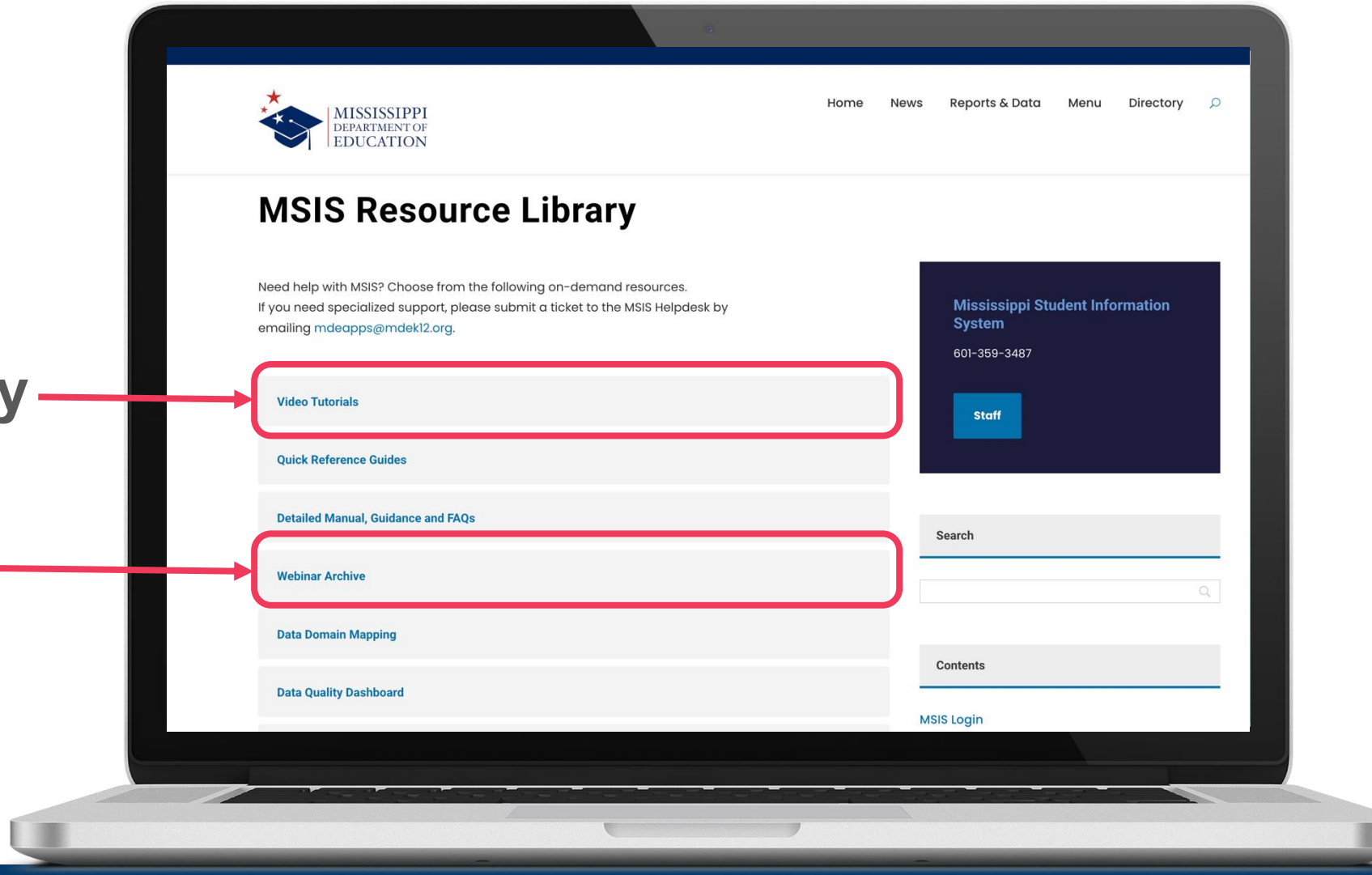
- MSIS Login
- Resource Library
- File Layout Templates
- Reporting Calendar
- Security Documents
- Help Desk
- Training
- Accreditation Standards
- Vendor Resources



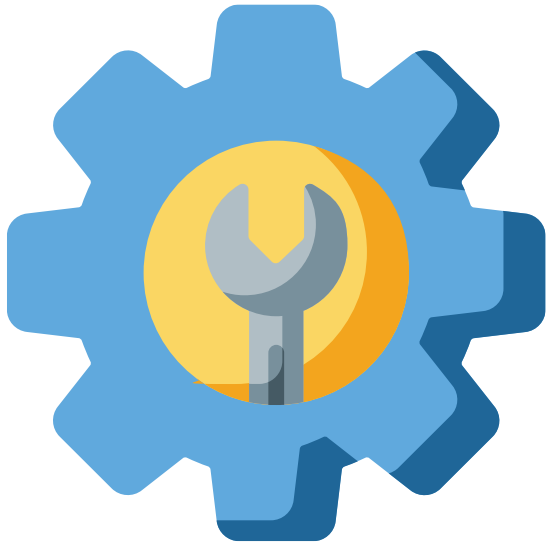
MSIS Resource Library

Seal of Biliteracy

Student > Seal of Biliteracy

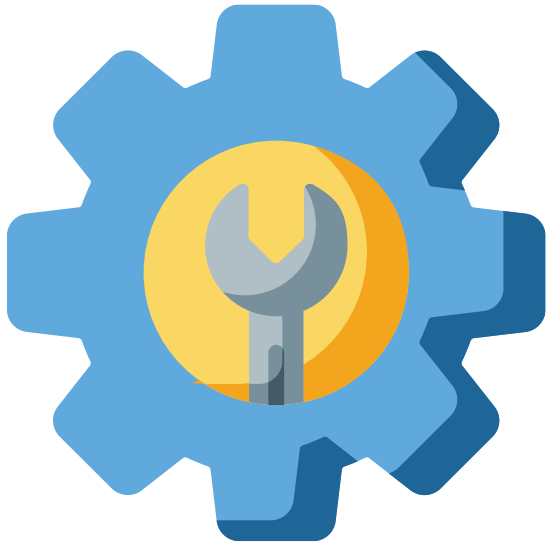


Support



Have questions about
MSIS screens or reports?

mdeapps@mdek12.org



Have questions about Seal of Biliteracy, required test scores, etc.?

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