



**MontCAS** Montana Comprehensive  
Assessment System  
Montana Office of Public Instruction

**MontCAS Administration Training Log**

**Please use this template for all training activities for the suite of Montana Comprehensive Assessment System required state assessments.**

**Copies should be retained by the System Test Coordinator in accordance with the local school district's policies for records for a period of at least three school years.**

School System: \_\_\_\_\_

School Name: \_\_\_\_\_

Title of Training: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name of Presenter (First, Last): \_\_\_\_\_

Attendees:

Time In	Time Out	First Name	Last Name	Signature	Received Materials

*MontCAS Test Security Guidelines*

*Prepared by the Office of Public Instruction, September 2021, Updated June 2025*

