



BUREAU CHIEF  
Office of State Assessment

June 2024

TO: Principals of Secondary Schools

FROM: Clara DeSorbo Clara DeSorbo

SUBJECT: Procedures for Requesting and Storing the August 2024 Regents Examinations

This memorandum provides essential information concerning the requesting and storing of the August 2024 Regents Examinations. In addition, all persons coordinating the administration of State examinations should be familiar with the [School Administrator's Manual](#), which is available on the Department's website.

Important telephone and fax numbers for the Office of State Assessment (OSA) are listed on the last page of this memorandum.

This memorandum is accompanied by the School Record of Examinations Request

Summer School Principals and administrators who find that their school needs additional materials may return to the online examination request system until July 12 to revise t

REQUESTING MATERIALS FOR CURRENT AND ELIGIBLE FORMER ENGLISH LANGUAGE LEARNERS (ELLs)

For the August exam administration, the Regents Examinations in Algebra I, Global History and Geography II, United States History and Government, Living Environment, and Physical Setting/Earth Science are available in Spanish. Only English-language editions are available for the Regents Examinations in English Language Arts, Geometry, Algebra II, and Physical Setting/Chemistry.

The Spanish editions of Regents Examinations cannot be obtained via the online examination request system. These editions must be requested in a separate letter signed by the principal and faxed to the Department at 518-474-2021. The letter must specify the exact quantity of each test needed in Spanish.

Current and eligible Former ELLs may take State examinations either in Spanish or in English, whichever is more appropriate to the student's reading skills. The Spanish editions of Regents Examinations offered in August 2024 are direct translations of the English editions, so current and eligible Former ELLs may be permitted to use both editions simultaneously.

Schools may provide the testing accommodations available to ELLs to Former ELLs who met the exiting criteria s

CONTACT INFORMATION

For questions regarding the requesting, storin