

Assistant Commissioner  
Office of State Assessment

March 2021

**TO:** District Superintendents  
Superintendents of Schools  
Principals of Public, Religious, and Independent Schools  
Leaders of Charter Schools

**FROM:** Steven E. Katz

**SUBJECT:** Spring 2021 New York State English as a Second Language Achievement Test

This memorandum provides essential information about the administration of the Spring 2021 New York

parents/guardians of ELLs to inquire as to whether they would like to make arrangements to have

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## **TESTING ACCOMMODATIONS**

### *Students with Disabilities*

Principals must ensure that students with disabilities are provided the testing accommodations specified in their Individualized Education Programs (IEPs) or Section 504 Accommodation Plans (504 Plans) when they take State tests. The guidelines to be followed in such circumstances are provided in the Testing Accommodations section of the 2021 NYSESLAT [School Administrator's Manual](#).

## **HANDLING OF STUDENTS' COMPLETED EXAMINATION MATERIALS**

When a student has completed a test session, the student's answer materials should be collected and confirmed, or "checked in," by a proctor.

## **CONTACT INFORMATION**

### **OSA:**

For questions regarding storing and administering of the Spring 2021 NYSESLAT, please call the Operations Group at 518-474-8220.

For other questions regarding State assessments, please call OSA's main number at 518-474-5900.

Faxes regarding test administration may be sent to 518-474-1989.

OSA can also be reached via e-mail at [emscassessinfo@nysed.gov](mailto:emscassessinfo@nysed.gov).

### **MetriTech Customer Service:**

E-mail: [nyseslat@metritech.com](mailto:nyseslat@metritech.com)

Phone: 800-747-4868

Fax: 217-398-5798