

WORKSHEET FOR DEVELOPING ONLINE REQUESTS FOR NYSESLAT

This worksheet may be photocopied by the school and used in your school in any of several ways:

- As a worksheet for preparing your school's online request for submission to the New York State Education Department (NYSESED)
- For circulation to ESL/bilingual education coordinators, department chairpersons, teachers, and other school staff for reporting their exam needs to your school's central office

Be sure to retain in your files the final version of this worksheet which matches the online request your school will submit to NYSED. You will need to use that version for checking the confirmation notice, which will be sent to your principal by email within three business days of the submission of your online request.

Do not submit this worksheet to NYSED.

School Name _____ Date _____

NYSESLAT	Regular	Large Type	Braille*
Grade K			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			
Grade 7			
Grade 8			
Grade 9			
Grade 10			
Grade 11			
Grade 12			

**Braille editions of NYSESLAT are available but cannot be requested via the online request system. Braille editions must be requested in a separate letter signed by the principal and faxed to NYSED at 518-474-2021. The letter must specify the exact quantity needed for students whose IEP and 504 Plans specifically require this accommodation.*