

Jasmine Kim

From: Melissa Montague <Melissa.Montague@nysed.gov>
Sent: Tuesday, April 26, 2022 9:27 AM
To: Jasmine Kim
Cc: EMSCGRADREQ
Subject: RE: Questions about NYS Diplomas

Good morning, Jasmine,

You are very welcome. If a student enrolled in a registered NYS high school, the NYS high school could award transfer credit for any work completed at the nonregistered high school. If the student met both the credit and assessment requirements, the registered NYS high school could then award the diploma.

Yes, public high schools are encouraged to admit students from nonregistered schools into the Regents Exams, but it would be determined by each high school. You can reference pg. 4 of the [School Administrator's Manual: Regents Exam](#).

Testing Students Enrolled in Other Schools

Students enrolled in a high school other than the school in which an examination is to be administered must provide the test site administrator with written permission from their home school principal. In addition, before a student from another school is admitted to a Regents Examination, the test site administrator must receive from the home school principal a scannable answer sheet for that student's use. The test site administrator must retain the written permission from the home school administrator for a minimum of one year from the date of testing. The school administering the examination must require that students from other schools provide adequate prior notice and present satisfactory personal identification. The school may establish its own policy regarding charging nonresident students a reasonable fee to cover administrative and rating costs. The test site administrator is responsible for maintaining a record of the test results for all students taking State examinations at that test center, including those of students enrolled in other schools. Following scoring of the constructed-response questions, the test site administrator must return the student's scannable answer sheet to the home school. The home school is responsible for having the answer sheet scanned by its scanning center and for reporting the examination results to the State Education Department. Schools must inform students when they sign up to take examinations at a school other than their home school that they may be required to use calculators provided by the school.

You may also wish to reach out to our Office of State Assessment for additional details pertaining to the administration of Regents Exams. Here's the contact information of the Office of State Assessment.

Email: emscassessinfo@mail.nysed.gov

Phone: 518-474-5902

Please don't hesitate to reach out with additional questions. Have a wonderful day!

Sincerely,



Melissa L. Montague (she, her)
Associate in Instructional Services
[Office of Standards & Instruction](#)
(518) 474-5922

From: Jasmine Kim <Jasmine.Kim@cuny.edu>
Sent: Monday, April 25, 2022 1:21 PM
To: Melissa Montague <Melissa.Montague@nysed.gov>
Subject: RE: Questions about NYS Diplomas

Melissa,

Thank you so much for your response! This was very helpful. I will save SORIS contact information for more questions regarding registration. Can these certificate of completion from nonregistered high schools be converted to NYS diploma (local or Regents)? Can students from the nonregistered schools take the regents exams?

Best,
Jasmine Kim
City University of New York (CUNY)
University Application Processing Center
Email: jasmine.kim@cuny.edu

From: Melissa Montague <Melissa.Montague@nysed.gov>
Sent: Monday, April 25, 2022 12:07 PM
To: EMSCURRIC <EMSCURRIC@nysed.gov>; Jasmine Kim <Jasmine.Kim@cuny.edu>
Subject: RE: Questions about NYS Diplomas

*****ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*****

Good afternoon, Jasmine,

Thank you for contacting the New York State Education Department. I hope this message finds you well, and I apologize for the delay in response.

1. Has the recent switch to online learning due to COVID-19 change NYSED's stance on diplomas from on-line or correspondence study?
New York State residents completing their high school education through the use of an out-of-state correspondence high school would not be eligible for earning a NYS high school diploma.
2. What is the difference between chartered (incorporated) nonpublic high schools and registered nonpublic high schools in terms of high school diploma? Are nonpublic nonregistered high schools allowed to issue diplomas other than regents and local diplomas? If so, would that diploma be considered substantially equivalent/equivalent of a high school diploma? Some states do not have registration process like NYS. I am wondering what is the reason for the registration process? Is registration the best way to prove substantial equivalency?
Nonpublic nonregistered high schools issue a certificate of completion stating the graduates completed their local diploma requirements. Only registered nonpublic high schools may issue a New York State high school diploma (local, Regents, or Regents with advanced designation). The registration process affords nonpublic schools the ability to confer a NYS high school diploma. You may wish to contact our State Office of Religious and Independent Schools (SORIS) for additional information about the [registration process](#) and substantial equivalency.

State Office of Religious and Independent Schools (SORIS)

New York State Education Department
Room 1074 EBA
89 Washington Avenue
Albany, NY 12234
Phone: (518) 473-8202
Fax: (518) 474-9200
SORIS@nysed.gov

3. When reviewing a high school diploma of a student who was a resident of another state (specifically diplomas from nonpublic high schools), do you have any advice on determining whether that diploma is “acceptable”? Should I be consulting rules of that state?

Yes, you should be consulting the rules of the specific state when determining the validity of an out-of-state high school diploma.

Please don't hesitate to reach out with additional questions.

Sincerely,



Melissa L. Montague (she, her)
Associate in Instructional Services
[Office of Standards & Instruction](#)
(518) 474-5922

From: EMSCURRIC <EMSCURRIC@nysed.gov>
Sent: Monday, April 18, 2022 1:56 PM
To: Melissa Montague <Melissa.Montague@nysed.gov>
Subject: FW: Questions about NYS Diplomas

From: NYSEDP20 <NYSEDP20@nysed.gov>
Sent: Monday, April 18, 2022 1:35 PM
To: EMSCURRIC <EMSCURRIC@nysed.gov>; StudentSupportServices <StudentSupportServices@nysed.gov>
Subject: Fw: Questions about NYS Diplomas

From: Jasmine Kim <Jasmine.Kim@cuny.edu>
Sent: Monday, April 18, 2022 12:10 PM
To: NYSEDP20 <NYSEDP20@nysed.gov>
Subject: Questions about NYS Diplomas

Hello,

My name is Jasmine Kim and I work for CUNY admissions. I have several questions regarding NYS Diploma and graduation requirements.

1. Has the recent switch to online learning due to COVID-19 change NYSED's stance on diplomas from on-line or correspondence study?
2. What is the difference between chartered (incorporated) nonpublic high schools and registered nonpublic high schools in terms of high school diploma? Are nonpublic nonregistered high schools allowed to issue diplomas other than regents and local diplomas? If so, would that diploma be considered substantially equivalent/equivalent of a high school diploma? Some states do not have registration process like NYS. I am wondering what is the reason for the registration process? Is registration the best way to prove substantial equivalence?
3. When reviewing a high school diploma of a student who was a resident of another state (specifically diplomas from nonpublic high schools), do you have any advice on determining whether that diploma is "acceptable"? Should I be consulting rules of that state?

I am looking forward to your reply!

Best,
Jasmine Kim
Enrollment Management Assistant
University Application Processing Center (CUNY)

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