

NYSESLAT Cheat Sheet

In order for your students to receive NYSESLAT answer sheets, they **MUST** have the following codes:

PROGRAM SERVICES

- **0231 - LEP Eligible**
- **ONE of the LEP Programs** (5709 English as a second Language; 5676 Bilingual Program; 5687 Two-way Bilingual Program; 5698 LEP- Other Programs; 8239 LEP Eligible but not in a LEP Program) This is a **SCHOOL LEVEL SERVICE**, so don't forget to include the **SERVICE PROVIDER'S BEDS CODE**

DEMOGRAPHICS

- **LEP Duration :**
 - o Based on cumulative number of years of instruction in NYS schools
 - o Report 1 for students with up to 1 year of bilingual or ESL instruction; 2 for students with up to 2 years, etc. Zero should only be used if the student has never received services. (see pg 32 in the Data Dictionary ver 3.3)

REQUIRED FOR STUDENTS WITH A zero ('0') or one ('1') in LEP DURATION:

- **0242 Eligible to take the NYSESLAT for grades 3-8 ELA Accountability.** This code is for students who are in the beginning of their LEP instruction due to recent entry to the US and are eligible to take the NYSESLAT in lieu of the ELA assessment to meet the participation requirement for accountability.

***** If the student is an immigrant, you must also fill out the Immigrant Indicator, Years in US schools, Date of Entry to the US, and Country of Origin, all in Demographics.**

Don't
Forget

When a student has achieved proficiency on the Reading/Writing *and* Listening/Speaking modules of the NYSESLAT during the academic year, you must exit them in Program services. Here is how:

1. Put an **END DATE** (yyyy- 06-30) in the **LEP ELIGIBLE** and **LEP PROGRAM** program service records.
2. In **EXIT REASON CODE 1** field, select "849- Student Achieved English Proficiency".

 Also - If **LEP PROGRAMS** change, you will need to **END DATE** the first one before adding the second one.