Mandatory Training for 2022 New Jersey Student Learning Assessments (NJSLA) and New Jersey Graduation Proficiency Assessment (NJGPA)

Each year, the New Jersey Department of Education (NJDOE) requires that all District Test Coordinators and District Technology Coordinators (DTCs) participate in training on the administration of the statewide assessment programs. This includes the NJSLA in ELA, mathematics, and science, as well as the NJGPA. All participants must complete all training modules within the required timeframe.

District Test and Technology Coordinator Training Window

The mandatory Spring 2022 DTC Training will be virtual and on-demand. Training modules will be available from January 31, 2022 to February 25, 2022 and must be completed within that timeframe. Districts who will be administering the NJGPA in March are encouraged to complete training by February 11, 2022 to have sufficient time to prepare for the administration window and participate in the optional NJGPA office hour sessions. Limits on attendance are lifted for the 2022 virtual training modules, and all school and district coordinators are welcome to register.

Training Content

The training will focus on policies and procedures for administration of the statewide assessments (NJSLA and NJGPA). Some of the topics will include:

- NJGPA and the graduation assessment requirement.
- Scheduling and testing requirements.
- Accessibility features and accommodations.
- Test and information security.
- Student registration.
- Materials and tools.
- Managing secure test materials.
- Technology overview, planning and setup.
- Assessment administration platform.
- Resources and contacts.

Question and Answer Sessions

Live, virtual question and answer (Q&A) sessions regarding DTC training topics will be available following the training window from February 14 through 25, 2022. The complete list of session dates and times are available through the registration website. These sessions are available to participants as an optional support resource. However, there will be capacity limits on Q&A sessions, and they will be first come, first served. Due to these
capacity limits, only the District Test Coordinator and District Technology Coordinator may register for the live Q&A sessions through the training platform. The NJDOE will make every effort to ensure that DTCs with questions are accommodated.

**Registration Instructions**
District Test Coordinators and District Technology Coordinators must register for mandatory training by **February 14, 2022**. As a reminder, all school coordinators are welcome to register for the 2022 virtual training modules.

Registration for the mandatory on-demand training modules is available through the Spring 2022 District Test and Technology Coordinator registration website. Following registration, you will have access to presentation materials and resources through the training platform beginning on **January 31, 2022**. The completion of the training modules with your registration credentials will serve as confirmation of your completed training.

**Contact Information**
If you have questions, please contact the Office of Assessments at (609) 376-3960 or assessment@doe.nj.gov.

c: Members, State Board of Education
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   NJDOE Staff
   Statewide Parent Advocacy Network
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