



Date: September 23, 2026

To: Local Educational Agency Leads, Administrators of Approved Private Schools for Students with Disabilities

Route To: District Test Coordinators

From: Dr. Tiffany Neill, Acting Chief Academic Officer
Division of Academic Services

Deadline: October 1, 2026

Parental Notification of Standardized Assessments

This memo serves as a reminder to local educational agencies (LEAs) of statutory requirements ([N.J.S.A. 18A:7C-6.6](#)) to annually notify parents/guardians by October 1 of any state assessment¹ or commercially developed standardized assessment² that will be administered over the course of the school year.

By **October 1** of each year, LEAs must notify parents/guardians of any state assessment or commercially developed standardized assessment that will be administered over the course of the school year. If, after the initial notification to parents/guardians occurs, an LEA decides to administer an additional commercially developed standardized assessment, the LEA must communicate this decision as soon as possible and provide information about the additional assessment to parents/guardians within 30 days of making the determination.

LEAs are required to provide the following information to parents/guardians:

- The subject area of the assessment;
- The grade levels covered by the assessment;
- The date or range of potential dates for the administration of the assessment;
- The time allotted for the student to take and complete the assessment;
- Any accommodations or accessibility options available to students;
- Information on how and when the student and their parents/guardians can access both sample questions and answers from the assessment, as well as the students' results; and
- Whether the assessment is required by the federal government, state government, or local district.

¹ Per N.J.S.A. 18A:7C-6.5: "State assessment" means an assessment required pursuant to State or federal law and administered to all students in a specific grade level or subject area and whose results are aggregated for analysis at the district, school, or student subgroup level.

² Per N.J.S.A. 18A:7C-6.5: "Commercially-developed standardized assessment" means a State-required or district-mandated assessment that is administered by the school district or charter school that requires all students in a grade to answer the same questions, or a selection of questions from a common bank of questions, in the same manner, and is developed and scored by an entity under contract with a board of education.

The New Jersey Department of Education's Office of Assessments has developed a **sample template** to assist LEAs in implementing the provisions of this statute. The template is available on the [Assessment webpage](#) under "Resources." While LEAs are not required to adopt the sample template, they must ensure that the required assessment information is provided to parents and guardians by October 1 of each year or within 30 days of the decision to administer a standardized assessment if that decision is made after October 1. As an enhancement for 2026-2027, the dates for availability for districts to access digital results have been added to the sample template.

Additionally, the Assessment webpage includes information on the administration windows for New Jersey's statewide assessments, including a schedule of the 2026–2027 and 2027–2028 statewide assessment administration windows.

Contact Information

For additional information, contact the Office of Assessments at (609) 376-3960 or assessment@doe.nj.gov.