

## Information for Families: Promotion for Students with Individualized Education Programs (IEPs)

This resource is for families of students with IEPs who participate in standard assessments<sup>1</sup>. Below you will find a description of the promotion guidelines for different grade levels. We encourage you to use this resource to ask questions about the promotion criteria to which your child is held, as well as the timeline for receiving updates on your child's progress. You are an important member of your child's IEP Team and are part of all decisions made in developing your child's IEP, including the promotion criteria.

**Promotion** is the process by which teachers determine if students are ready for, and have mastered the content and skills to be successful in, the next grade. The NYCDOE's promotion policy is described in [Chancellor's Regulation A-501](#). The goal is to make sure that students have the supports they need to build a strong foundation in literacy and math before entering the next grade.

### Grades K-2

- The school reviews your child's performance over the course of the school year to determine if s/he is making progress towards meeting the learning standards for their grade in literacy and math. This includes consideration of your child's grade-level progress and mastery of IEP goals.
- You and your child's teacher play an active part in reaching a decision of whether to promote or retain your child. You should discuss your child's progress at parent/teacher conferences.
- If your child is also an English language learner, language acquisition may be a factor in the decision, but the decision cannot be based on English proficiency alone.
- You will receive a letter in June if your child is being considered for retention because promotion is considered not to be in his or her best interest.

### Grades 3-8

- Most students with IEPs can be held to the same promotion criteria as their peers without IEPs. This is referred to as *standard promotion criteria*. This means that your child, with appropriate supports and services, will be able to make progress toward learning the content and skills required for his or her grade.
- Each student's academic progress is measured using multiple measures to assess their progress. Multiple measures can include test scores, grades, writing samples, projects, assignments, and other performance-based work. Although the New York State test scores may be considered, they may not be the only factor in determining your child's readiness for the next grade. Using multiple measures ensures that your child has many opportunities to demonstrate their knowledge and abilities.
  - Please be sure to ask your child's teachers about the skills and content your child needs in order to be promoted. Also ask your child's teachers about the multiple ways in which your child is assessed.
- It is important that students with disabilities are held to rigorous expectations and enter the next grade with the skills and content necessary to be successful.
- Your child will be provided with the appropriate instruction, interventions and special education supports and services, and accommodations required to make sufficient progress toward promotion benchmarks. Students receive their accommodations on all eligible assessments, including the [DOE promotion portfolios](#).
- A small number of students may require *modified promotion criteria*. Promotion criteria is discussed at every IEP meeting and the appropriate criteria for your child is determined at the meeting, with your input and participation. If your child is held to modified promotion criteria, s/he will need to meet the literacy and/or math annual goals on his/her IEP or make sufficient progress toward meeting these goals to be promoted at the end of the year. The rationale for why your child requires modified promotion criteria is provided on the IEP. It is important to remember that, regardless of the promotion criteria a student is held to in grades 3–8, all students in grades 9–12 who participate in standard assessments are held to standard promotion criteria. Therefore, in order to prepare your child for success in

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<sup>1</sup> Students who participate in [alternate assessments](#) are not held to promotion criteria.

high school, we want to make sure that the appropriate supports and services are in place to allow your student to access, participate and progress toward the learning standards for their grade.

- In grade 8, all students who have either standard or modified promotion criteria must also pass their core classes (English language arts, math, science, and social studies) in order to be promoted to the next grade.
- You will receive notification in June if your child is being considered for retention in the same grade.
- Students who are not promoted in June are required to attend summer school to continue to work on the concepts and skills they will need to be successful in the next grade. After the end of summer school, a final decision about promotion is made.

### Grades 9-12

- In high school, all students who participate in standard assessments (for example, Regents exams), are held to standard promotion criteria. This includes students with IEPs.
- In high school, principals make the decision to promote students to the next grade, based on their credits and Regents exams. Principals determine in June whether or not students are on track toward meeting the graduation requirements, or if students will benefit from the opportunity to attend summer school to make up credits and reattempt Regents exams.
- **Graduation:** In New York State, there are three types of diplomas: a local diploma, a Regents diploma, and an Advanced Regents diploma. All students can earn a Regents or Advanced Regents diploma; however only students with IEPs are eligible to graduate with a local diploma. All students, including students with IEPs, should be encouraged to work toward earning the highest option appropriate for them.
  - The type of diploma your child earns depends on his or her course credits and scores on specific Regents exams, as outlined on this [webpage on the graduation requirements](#).
  - If you think your child is not earning the credits she or he needs to graduate, please speak to your school's guidance counselor immediately. Keep in mind that a student may always exceed these requirements; these represent the minimum.
  - More detailed information about the credit and exam requirements for each type of diploma is available on the graduation requirements cards, which are published on the [NYC DOE website](#) and available at your child's high school.
- **Non-diploma options:** There are also two credentials students may earn that demonstrate career-readiness skills. These credentials are not equal to a high school diploma.
  - The Career Development and Occupational Studies Commencement (CDOS) credential allows students to demonstrate mastery of the academic and personal behaviors required in the workplace. It can be earned in addition to a high school diploma or as a standalone credential.
  - Students with disabilities who participate in the New York State Alternate Assessment (NYSAA) can earn the Skills and Achievement credential which, although not equivalent to a diploma, supports the attainment of career-readiness skills.

### Note for all students in grades K-12:

Report cards are intended to document the progress made in the general education curriculum. Report card grades for all students are based on progress toward and/or attainment of grade-level NYSED learning standards, regardless of a student's disability or promotion criteria. Promotion decisions are based on multiple measures of student progress, such as grades, classroom assessments, New York State tests, projects, and other work chosen by the school. Grades, like test scores, are not the only factor in making promotion decisions for any student.

Students who are not promoted in June have the opportunity to attend summer school. In August the principal will again review your child's progress and make a final decision regarding promotion. For more information about summer school talk to staff at your child's school and see the [NYC DOE Summer in The City page](#). If you have concerns about your child's promotion decision, you may appeal to your school's [superintendent](#) in August before the start of the next school year.

### Questions

If you have questions about your child's promotion criteria, or if your child is meeting their promotion criteria, you should contact your child's school. For more information, email [specialeducation@schools.nyc.gov](mailto:specialeducation@schools.nyc.gov)