

NON ENTITLEMENT/TRANSITION LETTER

[SCHOOL LETTERHEAD]

[DATE]

Dear Parent/Guardian:

As an English Language Learner (ELL), your child, [CHILD'S NAME], participated in a program to accelerate English language development. This spring your child was tested using the New York State English as a Second Language Achievement Test to determine his or her English language proficiency.

Your child received a score indicating that he or she is no longer entitled to services for ELLs because he or she is English proficient. Now, your child can transition into all-English monolingual classes. If you would like your child to remain in a bilingual program (Transitional Bilingual Education or Dual Language), or have any questions concerning other English language development transitional services for your child, please call: [SCHOOL CONTACT] at [CONTACT PHONE NUMBER].

Sincerely,

[PRINCIPAL'S NAME]