



THE NEW YORK CITY DEPARTMENT OF EDUCATION  
JOEL I. KLEIN, *Chancellor*

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Dear Parent or Guardian:

The federal *No Child Left Behind Act of 2001* allows parents of students who attend Title I funded schools to request certification information about the qualifications of the teachers and paraprofessionals assigned to their child. Under this law, you may contact your child's school and request information regarding which subjects your child's teacher is certified to teach. To be certified in the State of New York, teachers have passed a series of examinations, hold a bachelor's degree, and have completed a concentration of college credits in the certification subject area of their assignment.

Should you wish to request this information, please go to the following website and download the "Parent Request Form":

<http://schools.nyc.gov/RulesPolicies/NCLB/ParentsTitle1.htm> .

The forms are also available upon request from the school's Parent Coordinator.

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Principal Name

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School Name