Email to Parents and Guardians of Graduating Students (Added May 29, 2020)

Dear Parent/Guardian of [Student Name],

With the cancellation of the June 2020 Regents exams, your student can waive one or more Regents exams to graduate. Waiving an exam means that your student does not have to pass that exam to graduate.

You can decide not to have your student waive their Regents exams if you prefer your child to stay in high school in 2020-21. If you choose not to waive a Regents exam, your student will be expected to work toward passing the exam when it is administered in 2020-21. This decision cannot be reversed, and your student will not be eligible for any more Regents waivers due to COVID-19. If your student does not pass all the required Regents exams by the school year in which they turn 21 years old, they will not graduate.

If you decide to accept all the Regents exam waivers, your student will graduate as soon as they earn all their course credits.

Please reply to this email and let us know which option you have chosen for your student. If your student does not have an Individualized Education Program (IEP) and we do not hear back from you by June 9, all Regents waivers will be granted to your student, and they will graduate if they earn all their course credits. If your student has an IEP, they cannot graduate unless you reply to us with your decision.

- **Accept all waivers:** I accept all Regents waivers for my student. I understand that my student will graduate once they have earned all their course credits. To let us know your selection, respond to this email by writing, “I accept all waivers.”

- **Decline all waivers:** I do not want any Regents exams waived for my student. To let us know your selection, respond to this email by writing, “I decline all waivers.”
  - I understand that my student will not graduate this year if I select this option.
  - I understand that my student will remain eligible to receive a free public education until the end of the school year in which they turn 21 years old, or until they receive a high school diploma.
  - I understand that in order to receive a diploma in the future, my student will no longer be eligible for Regents waivers and must meet all applicable graduation requirements. This means my student will have to continue preparing for these Regents exams in 2020-21.

- **Accept some waivers:** I would like to decline some, but not all, of the Regents waivers for my student. I am available to discuss which exams I would like my student to waive. To let us know your selection, respond to this email by writing “I accept some waivers.”

- **Undecided:** I am not sure. I would like to meet with a school staff member to discuss this decision. To let us know your selection, respond to this email by writing “I am not sure.”

This is an important decision that impacts your student’s next steps after high school. We are available to discuss these options with you to help you make the best decision for your student. We congratulate your student for reaching this important stage in their high school career.

Sincerely,

[Name and contact information]