

**PROCESS TO EXIT ENGLISH LEARNER (EL) STUDENTS**  
**FROM ESL/BILINGUAL SERVICES**

**Introduction**

The process to determine the readiness of an English Learner (EL) student to function successfully in an English only program shall be initiated by determining the student’s level of English proficiency, measured by a Department-established English test (WIDA ACCESS), or by the English as a Second Language (ESL) teacher completing an Exit Form, approved and signed by the school Principal.

**Exiting Process**

Option I

The EL student exits the program by scoring 5.00 or higher on the ACCESS exam; a test administered annually to all EL students measuring their language/literacy proficiency level in English.

Option II

The ESL teacher recommends exiting of an EL student: *(information needed)*

Step 1	The student’s scores from the WIDA ACCESS tests (ACCESS scores from two previous years);
Step 2	Classroom Performance (information on how the student is performing academically in all content areas)
Step 3	Reading level (for grades 3 to 12 use state assessment- (PARCC, etc.)
Step 4	Letter of recommendation for exiting from the ESL and mainstream teachers responsible for the child’s academic progress
Step 5	Performance on achievement tests in English (Classroom weekly, end of unit and/or Cycle grades, etc.)
Step 6	The ESL teacher will complete the Exit Criteria Form (must be signed by the school’s Principal and the ESL teacher), and submit it to the ESL/Bilingual Department for review and final approval.
Step 7	The Supervisor of the ESL/Bilingual program will review all documentation and determine if the student is or is not eligible

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	to exit the program.
Step 8	If approved, student will be exited from EL status and parent(s)/guardian will be notified of final decision by mail. Student will be monitored for two years to ensure that he/she is meeting state grade level standards.

Option III

A parent or guardian may request that his/her child, who is enrolled in an ESL/ Bilingual Education program, be removed from such services, by completing and signing a Waiver Request Form. However, Federal Regulations indicate that students must remain identified as *English Learner (EL)* and assessed annually until he/she scores proficient on the State approved English Language Proficiency Exam – WIDA ACCESS, regardless of parent/guardian final decision.

**Note:** Newly exited students, who are not progressing in the mainstream English program, may be considered for reentry to bilingual and ESL programs/services. Written parent consent must be optioned prior to initiating placement/services.

**References**

- N.J.A.C. 6A.15-1.10