

Dear Parent,

You are receiving this letter because your student, _____, has been identified as meeting the criteria to continue their education or services in September. The criteria are:

- Your student is well on their way to earning a high school diploma and will likely be able to complete the requirements if they have the opportunity to return to school in the fall
OR
- Your student has or will receive the Skills and Achievement Commencement Credential, but they have missed instruction or services because of the pandemic and/or have lost skills that they previously had, and they have not met their IEP goals.

If your student will not be returning to school but you would like assistance in securing post-school services including vocational, educational, or adult day services, please contact your borough Transition and College Access Center (TCAC) or D 75 Transition Office as per the information below:

Borough	Email
Bronx TCAC	bxtcac@schools.nyc.gov
Brooklyn TCAC	bklyntcac@schools.nyc.gov
Manhattan TCAC	mntcac@schools.nyc.gov
Queens TCAC	gnstcac@schools.nyc.gov
Staten Island TCAC	sitcac@schools.nyc.gov
District 75 Office of Transition Services and Postsecondary Planning Initiatives	D75transition@schools.nyc.gov

Please contact me at _____ as soon as possible to indicate that your child will be returning to school, or if you have any questions.

Sincerely

Principal