Date: January 21, 2026

To: Local Educational Agency Leads, Directors of Approved Private Schools
            for Students with Disabilities

Route To: District Testing Coordinators, District Technology Coordinators

From: Jorden Schiff, Ed.D., Assistant Commissioner
            Division of Teaching and Learning Services

Deadline: February 13, 2026

Mandatory Training for Spring 2026 New Jersey Graduation Proficiency Assessment-Adaptive, New Jersey Student Learning Assessments-Adaptive, and New Jersey Student Learning Assessments-Science

Annually, the New Jersey Department of Education (NJDOE) mandates that all District Testing Coordinators (DTCs) and Technology Coordinators (TCs) undergo training for the administration of statewide assessment programs. This encompasses the New Jersey Graduation Proficiency Assessment-Adaptive (NJGPA-A), New Jersey Student Learning Assessments-Adaptive (NJSLA-A) and New Jersey Student Learning Assessments-Science (NJSLA-S). For spring 2026, training will consist of mandatory asynchronous on-demand training modules for all DTCs and TCs, as well as in-person and live virtual training opportunities.

Training Overview
The NJDOE, in partnership with Cambium Assessment, Inc. (CAI) and Measurement Incorporated (MI), is providing a variety of training opportunities for LEAs and APSSDs prior to the spring 2026 administration of the NJGPA-A, NJSLA-A, and NJSLA-S. Please refer to the table below to identify the training format(s) required based on your role and the additional criteria provided.

Training Format	Requirements by Role
Asynchronous On-Demand Training Modules delivered through ClearCourse, CAI's Professional Learning Platform	**Mandatory for the primary DTC and TC** identified in NJDOE Homeroom for all LEAs and APSSDs **Optional** for all other users with the DTC and TC roles in the Test Information Distribution Engine (TIDE)
In-Person Training Sessions	**Mandatory** for the primary DTC and TC for all LEAs and APSSDs who have been placed on a Corrective Action Plan (CAP) in the past year (i.e., Spring 2025, Summer 2025, and/or Fall 2025) **Mandatory** for the primary DTC and/or TC with less than three (3) years of experience in the role. **Optional** for all other DTCs and TCs who wish to attend.
Live Virtual Training Sessions	**Optional** for all other DTCs and TCs who wish to attend.

Mandatory Asynchronous, On-Demand Training Modules
Mandatory training for DTCs and TCs will be delivered as asynchronous, on-demand training modules. Individuals who are required to complete the training will be able to access the modules in ClearCourse, CAI's Professional Learning Platform, beginning on **Monday, February 2, 2026**. The primary DTC and TC for all LEAs and APSSDs must complete the training modules by **Friday, February 13, 2026**.

The required training modules will be assigned automatically to all users in the Test Information Distribution Engine (TIDE) with the DTC and TC roles. To access the trainings, users will do one of the following on or after February 2, 2026:

- Login to TIDE and use the *Switch Applications* menu to select ClearCourse from the available options.
- Access the ClearCourse card on the New Jersey Assessments Portal on the Testing Personnel page under the heading Prepare for Testing.

While all DTC and TC users in TIDE will have access to the trainings, the primary DTC and TC identified in NJDOE Homeroom are required to complete the training modules.

In-Person Training Sessions
The in-person training sessions for spring 2026 serve as an enhancement to the mandatory asynchronous on-demand training modules. These sessions will provide a 3-hour in-depth training on a variety of topics, including situations that commonly cause irregularities in testing and opportunities for questions and answers.

In-person training is mandatory for coordinators who meet any of the following criteria:

- Primary DTCs and TCs for all LEAs and APSSDs **who submitted a CAP** in Spring 2025, Summer 2025, and/or Fall 2025
- Primary DTCs and/or TCs **with less than three (3) years of experience** in the role.

Primary DTCs and/or TCs who do not meet the above criteria may opt to attend in-person training if they wish to do so. It is expected that all participants will have completed the training modules in ClearCourse prior to attending an in-person training session.

Please note, each LEA or APSSD may register no more than two individuals, which should be limited to the primary DTC and TC.

In-Person Training Session Dates, Times, and Locations

Date and Time	Location	Phone Number
February 24, 2026 **AM Session** **Sign-in: 8 a.m.** **Training: 8:30 a.m. to 11:30 a.m.**	Marriott Park Ridge 300 Brae Boulevard Park Ridge, New Jersey 07656	(201) 307-0800
February 24, 2026 **PM Session** **Sign-in: 12 p.m.** **Training: 12:30 p.m. to 3:30 p.m.**	Marriott Park Ridge 300 Brae Boulevard Park Ridge, New Jersey 07656	(201) 307-0800

Date and Time	Location	Phone Number
February 25, 2026 AM Session Sign-in: 8 a.m. Training: 8:30 a.m. to 11:30 a.m.	Princeton Marriott at Forrestal 100 College Road E. Princeton, NJ 08540	(609) 452-7800
February 25, 2026 PM Session Sign-in: 12 p.m. Training: 12:30 p.m. to 3:30 p.m.	Princeton Marriott at Forrestal 100 College Road E. Princeton, NJ 08540	(609) 452-7800
February 26, 2026 AM Session Sign-in: 8 a.m. Training: 8:30 a.m. to 11:30 a.m.	Seaview Hotel 401 S. New York Road Galloway, NJ 08205	(609) 652-1800
February 26, 2026 PM Session Sign-in: 12 p.m. Training: 12:30 p.m. to 3:30 p.m.	Seaview Hotel 401 S. New York Road Galloway, NJ 08205	(609) 652-1800

In-Person Training Logistics
Check-in for participants registered for morning sessions will be from 8 a.m. to 8:30 a.m., with training beginning promptly at 8:30 a.m. Check-in for participants registered for afternoon sessions will be from 12 p.m. to 12:30 p.m., with training beginning promptly at 12:30 p.m. Participants must present their email confirmation (either digital or printed) at the check-in desk. **Important Note**: If a registered participant is unable to attend, they may designate a substitute from their organization to attend in their place. The substitute must bring the email confirmation.

Light refreshments (e.g., coffee, tea, water) will be provided. Participants are expected to arrange their own lunch.

Severe weather conditions may necessitate the cancellation of training sessions. If a training session is canceled, registered participants will receive an email notification detailing the cancellation and outlining alternative options for completing the training.

Live Virtual Training Sessions
The live virtual training sessions for spring 2026 serve as an enhancement to the mandatory asynchronous on-demand training modules. These sessions will be a modification of the material presented during the in-person sessions, so it is suitable for a webinar format.

Primary DTCs and TCs who wish to attend the live virtual training sessions are welcome to do so. It is expected that all participants will have completed the training modules in ClearCourse prior to attending a live virtual training session.

Live Virtual Training Session Dates and Times

Date	Time
February 27, 2026 AM Session	Sign-in: 8:25 a.m. Training: 8:30 a.m. to 11:30 a.m.
February 27, 2026 PM Session	Sign-in: 12:25 p.m. Training: 12:30 p.m. to 3:30 p.m.
March 2, 2026 AM Session	Sign-in: 8:25 a.m. Training: 8:30 a.m. to 11:30 a.m.
March 2, 2026 PM Session	Sign-in: 12:25 p.m. Training: 12:30 p.m. to 3:30 p.m.

Live Virtual Webinar Logistics
Participants will be admitted to the morning webinars beginning at 8:25 a.m., with training beginning promptly at 8:30 a.m. For afternoon webinars, participants will be admitted beginning at 12:25 p.m., with training beginning promptly at 12:30 p.m.

Registration for In-Person and Live Virtual Training Sessions
Each LEA or APSSD may register no more than two individuals, which should be limited to the primary DTC and TC.

Registration for in-person and live virtual training sessions will be open from **Monday, January 26, 2026 through Friday, February 13, 2026** and will be available on the New Jersey Assessments Portal on the Testing Personnel page under the heading Prepare for Testing.

Upon registering, training participants will be able to print or save detailed information from the submission page and will also receive an email confirmation which includes the responses provided when completing the form. A reminder email will be sent on **Wednesday, February 18, 2026.** For in-person training, the reminder email will include the training location, date, time, and other helpful information. For live virtual training, the reminder email will include the date, time, and webinar link. The reminder email will be sent from NewJerseyTestingCommunications@cambiumassessment.com. Please be sure to whitelist this email address so you receive your reminder.

Contact Information
For technical assistance with accessing ClearCourse and the training modules or with registering for in-person or live virtual training sessions, please contact the New Jersey Assessment Help Desk at (855) 616-5600 or email NJHelpDesk@cambiumassessment.com.

For policy-related questions, please contact the Office of Assessments at (609) 376-3960 or assessment@doe.nj.gov.

c: Members, State Board of Education
    NJDOE Staff
    Statewide Parent Advocacy Network
    Garden State Coalition of Schools
    NJ LEE Group