

INFORMATION BOOKLET FOR SCORING THE REGENTS EXAMINATIONS IN  
EARTH AND SPACE SCIENCES  
AND  
LIFE SCIENCE: BIOLOGY  
JUNE AND AUGUST 2025 ADMINISTRATIONS

## GENERAL INFORMATION

The general procedures to be followed in administering Regents Examinations are provided in the publications [Directions for Administering Regents Examinations June and August 2025 Administrations](#) (DET 541) and the [School Administrator's Manual](#), both available on the Department's website.

### IMPORTANT NOTICE

Earth and Space Sciences and Life Science: Biology are new Regents Examinations being offered for the first time in June 2025. These examinations will eventually replace the Regents Examination in Physical Setting/Earth Science and the Regents Examination in Living Environment, respectively. The final administration of Physical Setting/Earth Science and of Living Environment will take place in June 2026.

Questions about **general administration procedures** for Regents Examinations should be directed to the Office of State Assessment (OSA) at 518-474-5902 or 518-474-8220. For information about the **rating** of the Regents Examinations in the sciences, contact OSA at 518-474-5902.

School administrators should print or photocopy this information booklet and distribute copies to all school personnel who will be scoring these examinations.

## SCORING THE EXAMINATIONS

**NOTE:** Teachers are **not** permitted to score their own students' answer papers.

### Scoring Keys and Rating Guides

Printed copies of scoring keys and rating guides will **not** be sent to schools for any of the Regents Examinations. Instead, [scoring keys and rating guides](#) will be posted on the Department's website at approximately 11:00 a.m. for morning examinations and approximately 3:00 p.m. for afternoon examinations. Schools must print sufficient copies to supply one to each rater.

**All scoring keys and rating guides posted on the Department's website will be password-protected by two levels of password protection. In order to access the scoring keys and rating guides, schools will be required to enter the online request system (portal) using the same username and password that was used to order test materials.**

The constructed-response questions on each examination must be scored by a committee of science teachers. It is strongly recommended that the committee scoring each of the science Regents Examinations be composed of teachers of that area of science. **No teacher is to score any of the responses written by their own students.** Each committee must consist of at least two teachers. Each of these teachers should be responsible for scoring no more than approximately one-half of the constructed-response questions. For the August examinations, student responses may not be scored by the student's summer school teacher or the 2024–25 school year teacher. The more teachers serving on a committee, the fewer questions each teacher scores. This process yields consistent and reliable scores and allows scoring to proceed quickly.

Each student answer sheet includes a section labeled “Raters’/Scorers’ Names” with the letters A–J. Each rater must be assigned a letter and the rater’s name must be clearly printed on the answer sheet next to the letter the rater has been assigned. There are designated spaces next to each of the constructed-response questions. The letter identifying the rater that scored a specific constructed-response question must be clearly written in the designated area.

When student papers are scored in cooperation with another school, answer papers may be transported to the cooperating school. It remains the principal’s responsibility to ensure the security of such papers while they are out of the building.

Students’ responses must be scored strictly according to the scoring keys and rating guides. No credit should be granted for a multiple-choice question if a student records more than one answer. If a student writes more than one answer for a constructed-response question, only the first answer should be rated. For constructed-response questions, credit may be allowed for responses other than those provided in the rating guide if the response is a scientifically accurate answer to the question and demonstrates adequate knowledge as indicated by the examples in the rating guide. Fractional credit is not allowed. Only whole-number credit may be assigned to a response. Units need not be specified by the student when the wording of the question allows such omissions.

### **Required Investigations**

The Regents Examination in Life Science: Biology and the Regents Examination in Earth and Space Sciences do **not** include a performance test. In both courses, Performance Expectations will instead be measured through a series of performance-based tasks, or Investigations, that have been embedded into the school year curriculum. Approximately 15% of the test questions on the Regents Examination in Life Science: Biology and the Regents Examination in Earth and Space Sciences will measure content related to the Performance Expectations measured by the Investigations. Scores on the Investigations will *not* be included in students’ final test scores.

### **Test Design and Scoring**

Rather than dividing multiple-choice questions and constructed response questions into two separate sections, the Regents Examination in Life Science: Biology and the Regents Examination in Earth and Space Sciences will be organized into question clusters. The group of questions in a cluster follow a theme or storyline grounded in a phenomenon that is focused on an anchor Performance Expectation. These clusters will contain a mix of constructed-response and multiple-choice questions. There will be variation in the number of questions that comprise each cluster, and thus, a slight variation in the total number of exam questions for each administration.

### **DETERMINING THE STUDENT’S FINAL EXAMINATION SCORE**

A [chart](#) for converting the student’s total test raw score to a scale score, and for identifying the level associated with that scale score, is provided for each administration on the Department’s website. In June, the chart will be posted by rating day. In August, the chart will be posted on the day of examination at the same time the scoring key and rating guide are posted. Because the scale scores corresponding to raw scores in the conversion chart change from one examination administration to another, it is *crucial* that, for each administration, *only* the conversion chart provided for that administration be used to determine the student’s final score. If the determination of the student’s scale score is being done by hand, extreme care must be taken in recording the student’s score on each part of the examination, adding these scores to determine the total written test raw score, and using the conversion chart to obtain the correct scale score.

When the teacher scoring committee completes the scoring process, test scores must be considered final and must be entered onto students’ permanent records. In addition, each rater must sign the *Examination Scoring Certificate* to attest that they fully and faithfully observed the rules and regulations for scoring the examination. The principal must also sign the certificate to attest that the rules and regulations for scoring were fully and faithfully observed.

Schools are *not* permitted to rescore any of the constructed-response questions on any Regents Examination in science after each constructed-response question has been rated once, regardless of the final examination score. Schools are required to ensure that the raw scores have been added correctly and that the resulting scale score has been determined accurately.

Principals and other administrative staff in a school or district do not have the authority to set aside the scores arrived at by the teacher scoring committee and rescore student examination papers or to change any scores assigned through the procedures described in this manual and in the [scoring materials](#) provided on the Department's website. Any principal or administrator found to have done so, except in the circumstances described below, will be in violation of Department policy regarding the scoring of State examinations. Teachers and administrators who violate Department policy with respect to scoring State examinations may be subject to disciplinary action in accordance with Sections 3020 and 3020-a of Education Law or to action against their certification pursuant to Part 83 of the Regulations of the Commissioner of Education.

On rare occasions, an administrator may learn that an error occurred in the calculation of a final score for a student or in recording students' scores in their permanent records. For example, the final score may have been based on an incorrect summing of the student's raw scores for parts of the test or from a misreading of the conversion chart. When such errors involve the answer papers for no more than 5% of the school's test takers for the examination or five students, whichever is greater, and when they are detected within four months of the test date, the superintendent of a public school district or the chief administrative officer of a religious, independent, or charter school may arrange for the corrected score to be recorded in the student's permanent record. However, in all such instances, the superintendent or chief administrative officer must advise the Department in writing that the student's score has been corrected. The written notification to the Department must be signed by the superintendent or chief administrative officer and must include the initials or student identification numbers (at the discretion of the principal) of the students whose scores have been corrected, the examination title, the students' original and corrected scores, and a brief explanation of the nature of the scoring error that was corrected.

If an administrator has substantial reason to believe that the teacher scoring committee has failed to accurately score the answer papers for more than 5% of the school's test takers for the examination or five students, whichever is greater, or when errors are detected more than four months after the test date, the administrator must first obtain permission in writing from the Department before arranging for or permitting a rescoring of student papers. The written request to the Department must come from the superintendent of a public school district or the chief administrative officer of a religious, independent, or charter school and must include the examination title, date of administration, and number of students whose papers would be subject to such rescoring. This request must also include a statement explaining why the administrator believes that the teacher scoring committee failed to score appropriately and, thus, why they believe rescoring the examination papers is necessary. As part of this submission, the school administrator must make clear their understanding that such extraordinary re-rating may be carried out only by a full committee of teachers constituted in accordance with the scoring guidelines presented above and fully utilizing the scoring materials for this test provided by the Department.

The Department sometimes finds it necessary to notify schools of a revision to the scoring key and/or rating guide for an examination. Should this occur after the scoring committee has completed its work, the principal is authorized to have appropriate members of the scoring committee review students' responses only to the specific question(s) referenced in the notification and to adjust students' final examination scores when appropriate. Only in such circumstances is the school not required to notify or obtain approval from the Department to correct students' final examination scores.

# **Appendix I** **Determining the Student's Final Examination Score** **for the Regents Examination in Earth and Space Sciences**

The general procedures to be followed in scoring Regents Examinations are provided in the publications *Directions for Administering Regents Examinations* (DET 541) and the *School Administrator's Manual*. Both of these documents will be available on the Department's website prior to the administration of the exam. For more information, see the *Directions for Administering Regents Examinations* and the Scoring Key and Rating Guide for the examination.

To determine the student's final examination score, use the [chart](#) provided for each administration on the Department's website, which will be posted no later than rating day for the June 2025 administration.

The format of the chart is illustrated below. The chart provided on the Department's website for each administration of this examination will include scores ranging from 0 to 100 within the cells of the chart. It is *crucial* that, for each administration, *only* the conversion chart provided for that specific administration be used to determine the student's final examination score.

**Regents Examination in Earth and Space Sciences**  
**Chart for Converting Total Test Raw Scores to**  
**Final Examination Scores (Scale Scores)**

Raw Score	Scale Score	Performance Level	Raw Score	Scale Score	Performance Level	Raw Score	Scale Score	Performance Level
50			33			16		
49			32			15		
48			31			14		
47			30			13		
46			29			12		
45			28			11		
44			27			10		
43			26			9		
42			25			8		
41			24			7		
40			23			6		
39			22			5		
38			21			4		
37			20			3		
36			19			2		
35			18			1		
34			17			0		

## Appendix II

### Scoring Policies for the Regents Examination in Life Science: Biology

The general procedures to be followed in scoring Regents Examinations are provided in the publications *Directions for Administering Regents Examinations* (DET 541) and the *School Administrator's Manual*. Both of these documents will be available on the Department's website prior to the administration of the exam. Both of these documents will be available on the Department's website prior to the administration of the exam. For more information, see the *Directions for Administering Regents Examinations* and the Scoring Key and Rating Guide for the examination.

To determine the student's final examination score, use the [chart](#) provided for each administration on the Department's website, which will be posted no later than rating day for the June 2025 administration.

The format of the chart is illustrated below. The chart provided on the Department's website for each administration of this examination will include scores ranging from 0 to 100 within the cells of the chart. It is *crucial* that, for each administration, *only* the conversion chart provided for that specific administration be used to determine the student's final examination score.

**Regents Examination in Life Science: Biology  
Chart for Converting Total Test Raw Scores to  
Final Examination Scores (Scale Scores)**

Raw Score	Scale Score	Performance Level	Raw Score	Scale Score	Performance Level	Raw Score	Scale Score	Performance Level
48			31			15		
47			30			14		
46			29			13		
45			28			12		
44			27			11		
43			26			10		
42			25			9		
41			24			8		
40			23			7		
39			22			6		
38			21			5		
37			20			4		
36			19			3		
35			18			2		
34			17			1		
33			16			0		
32								