



## Regents Pre-printing and Reporting Test Processing Services June 2026

March 2, 2026

To: Charter School Regents Administrators and Testing Coordinators  
From: M.A.A.R.S. Test Processing Services  
Subject: Regents Testing for June 2026

All Regents exams must be taken on pre-printed M.A.A.R.S. Regents answer sheets. The answer sheets must be scanned and processed through the ASAP Regents database.

### **NYSED Deadlines**

Schools must have all exams ordered through the state online ordering system **by April 10.**

M.A.A.R.S. will begin to send scores from ASAP to Level 1 on **June 29th.** The deadline for loading all Regents scores in Level 2 is **July 10th.**

### **Answer Sheet Pre-Printing Process**

- **Schools complete the online form** [M.A.A.R.S. Order Form for June 2026 Pre-Printed Answer Sheets](#) **by April 10.** Once you have submitted the form, a confirmation in PDF will automatically be emailed to you. If you do not receive it, please be sure to check your spam or junk mail.
- There are two options for pre-printing answer sheets:
  - Answer sheets are printed using staff/student/course data in Level 0. **This data must be loaded in Level 0 by April 10.** When a course has two teachers with equal instructional weight the teacher with the lowest Teach ID will show on the pre-printed answer sheet. Please send an email to [pzeiner@bocesmaars.org](mailto:pzeiner@bocesmaars.org) when data has been loaded in L0.
  - Schools provide M.A.A.R.S. with files of students taking exams. **Completed files should be uploaded to the Monroe FTP site in '2025-2026/REGENTS (Jun)/Student Demographic' folder by April 17.** Please send an email to [pzeiner@bocesmaars.org](mailto:pzeiner@bocesmaars.org) to let us know when your file(s) have been loaded. **TIP: Do not forget your AP students!**
- **Files of walk-in students taking exams will be accepted until June 5.** Files received after June 5 will be printed to PDF and sent to the school for printing. Please send an email to let us know when your files have been loaded to the FTP site.

### **Exam Processing**

- M.A.A.R.S. provides proctor/scorer directions for administering and scoring exams with the answer sheets. Please ensure that proctors/scorers receive the directions and understand the requirements.
- Teachers score only the constructed responses and essay portions of all exams and bubble appropriate scores on answer sheets. Please verify that all is completely bubbled in before delivering to M.A.A.R.S.
- Answer sheets are delivered to M.A.A.R.S. for scanning and scoring. **The deadline for delivering answer sheets is June 29.** School staff must be available to resolve any errors found during scanning (missing teacher scores, blank student ID numbers).
- M.A.A.R.S. staff imports the scanned data into the Regents database, called ASAP, and scores the exam. The school is notified that the scores are available in ASAP. School staff logs into the ASAP database to run the score reports.
- Score reports will be available within 24 hours after answer sheets were delivered to M.A.A.R.S. The school reports the scanned scores on student report cards.
- M.A.A.R.S. sends final exam scores, item responses, and accommodations to the data warehouse.

All information pertaining to the upcoming Regents exams can be found in [M.A.A.R.S. Website - June 2026](#)  
Please contact Patty Zeiner at 349-9053 or email [pzeiner@bocesmaars.org](mailto:pzeiner@bocesmaars.org) with any questions or concerns.