



UNITED STATES DEPARTMENT OF EDUCATION  
WASHINGTON, D.C. 20202

November 29, 2023

Dear Colleagues:

Thank you for your continued dedication to keeping students and staff safe and schools open for in-person learning. While the COVID-19 virus can be found year-round in the United States, infection rates are typically higher during the fall and winter months. To help prevent the spread of COVID-19, the U.S. Department of Education (ED), in partnership with the U.S. Department of Health and Human Services (HHS), is pleased to offer free, rapid, at-home COVID-19 tests to interested local educational agencies (LEAs).

LEAs may request over-the-counter (OTC) rapid antigen COVID-19 self-tests **free of charge** for their students, families, staff, and school community. These self-tests are easy to use and can play an important role in containing the spread of the virus in schools and communities. We encourage LEAs to make use of this free COVID-19 test offering, which schools may use, for example, to stock school nurses' offices and main offices with tests; to send test kits home with students or parents; or to distribute by other means to put these valuable safeguards in the hands of students, parents, and staff who need them. The latest information on COVID-19 prevention in schools, including recommendations on testing, can be found at [Operational Guidance for K-12 Schools and Early Care and Education Programs to Support Safe In-Person Learning](#), and guidance for mitigation of COVID-19 in the community at large can be found at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.

To participate in the COVID-19 Testing Supply Program, LEAs must complete a one-time registration at this link: [https://protect-ows.hhs.gov/ASPR\\_COVID\\_DX](https://protect-ows.hhs.gov/ASPR_COVID_DX). Before registering, LEAs should designate an official point of contact (POC) who will be responsible for ordering the COVID-19 self-test kits and managing their delivery and dissemination for the district. No other entities or individuals should access the registration link. When registering online, the designated POC is required to provide basic information, including, LEA ID, LEA Name, and LEA Physical Address. All submissions must be verified. Therefore, please make sure that your LEA's information matches the information in our system at [Search for Public School Districts \(ed.gov\)](#). Once registered, POCs are required to participate in a brief training that provides instructions on how to access COVID-19 self-tests at no cost within the HHS Administration for Strategic Preparedness and Response's Health Partner Ordering Portal (HPOP). This training webinar will be held on December 6<sup>th</sup>, 2023 at 1 pm EST. Once the one-time registration process is successfully completed, LEAs will receive instructions on how to participate in the training. LEAs that are unable to attend the training scheduled for December 6<sup>th</sup> will be provided access to a recording of the training and ancillary materials. LEAs will be able to order COVID-19 tests after participating in the training, and ordering will continue while supplies last. Orders will be shipped directly to a designated delivery address within the school district and should arrive within approximately 14 days. For information about the COVID-19 Testing Supply Program, visit <https://www.ed.gov/Coronavirus>.

Thank you again for all you do to provide safe and healthy learning environments for students. ED remains committed to being a partner with school leaders in this critical work.

Sincerely,

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