

Your school will be testing the ACT® test  
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## Test Dates

Your program will be testing on the dates shown in the table below. Examinees must test only on the dates for the selected administration.

Test Type	Test Administration	Dates
ACT	Initial test date (paper)	March 21, 2017
	Online testing window	March 21 – April 4, 2017
	Accommodations testing window (paper)	March 21 – April 4, 2017
	Second test date (paper)	April 19, 2017
	Final test date (paper)	May 3, 2017

## Events

In the table below, you will find the events, and deadlines or windows, in which they occur during a testing cycle.

Date	Event
Beginning November 7, 2016	The following events occur: <ul style="list-style-type: none"> <li>• accommodations and test administration materials and training videos are posted as they become available on a rolling basis</li> <li>• schools arrange to meet facility and staffing requirements</li> </ul>
November 7 – December 16, 2016	<b>Window to manage</b> participation information in PearsonAccess <sup>next</sup> ™.
November 7, 2016 – February 17, 2017	<b>Window for test coordinator to submit</b> requests for ACT-approved accommodations in the Test Accessibility and Accommodations System (TAA).
November 17, 2016 10 am Eastern	Accommodations Q&A session
November 7, 2016 – February 23, 2017	<b>Online testing only</b> <b>Test and technical coordinators begin</b> technical site readiness and install ProctorCache software for online testing. <i>Note: If your school does not install ProctorCache software within this window, ACT will switch your administration from online to paper.</i>

Date	Event
December 19, 2016 – February 23, 2017	<p><b>Window for district to submit Student Data Upload (SDU) file via PearsonAccess<sup>next</sup> for initial ACT test materials.</b></p> <p><b>Important!</b> Updates completed during this window will generate barcode labels and derive the enrollment counts for your initial order.</p> <p><i>Note: Anyone at the district or school level can add or update individual students.</i></p>
January 18, 2017 10 am Eastern	Test administration Q&A session
January 30 – April 4, 2017	<p><b>Online testing only</b></p> <p><b>Window for test coordinator to:</b></p> <ul style="list-style-type: none"> <li>• create test sessions</li> <li>• assign students to test sessions</li> </ul> <p><i>Note: Students must be loaded before assigning to test sessions.</i></p>
February 22, 2017 10 am Eastern	Test administration Q&A session
February 21 – March 17, 2017	<p><b>Window for schools to upload ACT-Approved Accommodations Late Consideration Form to TAA.</b></p> <p>Applicable only to:</p> <ol style="list-style-type: none"> <li>1. Examinees who are newly enrolled at the school or newly classified as an eligible grade level.</li> <li>2. Examinees who have a newly identified disability.</li> <li>3. Examinees who are newly enrolled or a newly classified grade level with previously approved ACT-approved accommodations.</li> <li>4. Examinees with medical emergencies or sudden onset of a medical condition.</li> </ol>
February 24 – March 15, 2017 (paper testing) February 24 – March 29, 2017 (online testing)	<p><b>Window to add additional students or update existing student information</b> in PearsonAccess<sup>next</sup> for the initial test date or online testing.</p>
February 24, 2017	<p><b>Deadline for test coordinator to submit</b> reconsideration requests of ACT-approved accommodations in TAA.</p>

Date	Event
February 27 – March 3, 2017	<p><b>District official receives</b> initial shipment(s) (containing nonsecure and secure standard time and accommodations materials).</p> <p><i>Note: Transport materials securely from the district office to the school prior to testing.</i></p>
March 6 – 20, 2017	<p><b>Window for schools to:</b></p> <ul style="list-style-type: none"> <li>• conduct supervised pretest sessions for all examinees testing paper</li> <li>• conduct room supervisor and proctor training</li> </ul>
March 6 – April 10, 2017	<p><b>Online testing only</b></p> <p><b>Window for:</b></p> <ul style="list-style-type: none"> <li>• <b>schools</b> to share pretest information with all examinees testing online</li> <li>• <b>examinees</b> testing online to complete pretest information</li> </ul>
March 14, 2017	<p><b>Online testing only</b></p> <p><b>Deadline for technical coordinator to perform</b> final system check/app check and lock down system.</p>
March 17 – April 4, 2017	<p><b>Online testing only</b></p> <p><b>Window for technical coordinator to precache</b> test content before test day.</p>
March 21, 2017	<p><b>Initial test date (paper testing)</b></p>
March 21 – March 31, 2017	<p><b>Window for test coordinator to submit</b> second test day order for standard time ACT materials.</p> <p>(paper testing only)</p>
March 21 – April 4, 2017	<p><b>ACT online testing window</b></p> <p><b>ACT accommodations testing window</b></p>
March 22, 2017	<p><b>Test coordinator securely transports</b> initial test date materials to district office. Test materials picked up at district office via the prescheduled pickup.</p>
March 31, 2017	<p><b>Deadline for ACT to receive</b> answer documents from schools for the <b>initial</b> test date. Late arriving documents will not be scored.</p>
April 3 – 12, 2017	<p><b>Window to add additional students or update existing student information</b> in PearsonAccess<sup>next</sup> for the <b>second</b> test date.</p>

Date	Event
April 5, 2017	Test coordinator securely transports accommodations and online test materials to district office. Test materials picked up at district office via the prescheduled pickup.
April 5 – 7, 2017	<b>Online testing only</b> <b>Window for technical coordinator to purge</b> test content from ACT online testing.
April 10 – 14, 2017	<b>District official receives</b> second shipment(s) (containing standard time materials) for paper testing. <i>Note: Transport materials securely from the district office to the school prior to testing.</i>
April 10 – 18, 2017	<b>Window for schools to conduct</b> pretest sessions for the second test date. (paper testing only)
April 19, 2017	<b>Second test date</b> (paper testing)
April 19 – 21 2017	<b>Window for test coordinator to submit</b> order for <b>final</b> ACT test date materials. (paper testing only)
April 20, 2017	<b>Test coordinator securely transports</b> all second test day materials to district office. Test materials picked up at district office via the prescheduled pickup.
April 24 – 28, 2017	<b>District official receives</b> final test date shipment(s) (containing standard time materials). <i>Note: Transport materials securely from the district office to the school prior to testing.</i>
April 28, 2017	<b>Deadline for ACT to receive</b> answer documents from schools for the <b>second</b> test date. Late arriving documents will not be scored.
May 3, 2017	<b>Final test date</b> (paper testing)
May 4, 2017	<b>Test coordinator securely transports</b> all final test day testing materials to district office. Test materials picked up at district office via the prescheduled pickup.
May 12, 2017	<b>Deadline for ACT to receive</b> answer documents from schools for the <b>final</b> test date. Late arriving documents will not be scored.