TAA Resources

ACT District Testing

The ACT District Testing process requires schools to identify students who may require accommodations on ACT tests. For more information, please visit [TAA website](https://www.act.org).

**Test Administration Process Next Steps**

1. **Request ACT Accommodations (Step 1)**
2. **Submit Request (Step 2)**
3. **Review Request (Step 3)**
4. **Provide Documentation (Step 4)**
5. **Send OAA (Step 5)**
6. **Contact ACT (Step 7)**
7. **Send OAA Confirmation**

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**Important Dates**

- **May 3, 2021**: TAA Opens for Requests
- **August 27, 2021**: Deadline for Schools to submit request(s) for ACT-Authorized accommodations
- **September 3, 2021**: Deadline for Schools to submit a Request for Reconsideration (if needed)
- **September 6 - October 1, 2021**: Qualified Exceptions to the Deadline Submission Window
- **October 5-15, 2021 Weekdays**: Accommodations Test Window 1

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**Students with Disabilities**

- **Case-by-case**
- **Incomparable**
- **ACT may request more information**

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How to Request Accommodations

success.act.org
Submitting requests

SUBMIT DOCUMENTATION
- Examinee details
- Test date information
- Reason for request
- Educational plan details
- Requested accommodations/supports
- Required documentation

ASSOCIATING A NEW TEST DATE
1. Sign in
2. Search
3. Request History Page
4. Add test date
5. Select Assign button
QUALIFIED EXCEPTIONS TO THE DEADLINE

NEW school
NEW grade level
NEW diagnosis + NEW plan
NEWLY identified as EL + supports
SUDDEN ONSET of medical condition

Qualified Exceptions to the Deadline
The Qualified Exceptions to the Deadline Form will help you determine if a student qualifies for their request to be submitted and reviewed during the late consideration window.

QUICK START GUIDE
Planning for Test Day
Grouping Students

Grouping Students

Individual testing:
• Breaks as needed
• Reader (Human)
• Scribe

Group Testing:
• Same timing code with similar accommodations/supports
• Pre-recorded audio or text-to-speech with individual computers and headsets

Accommodations and English Learner Supports

HUMAN READER
Requires one-on-one administration

PRE-RECORDED
Group administration

CONSIDERATIONS
STAFFING SCHEDULING COMPUTER AVAILABILITY REASONING
ENGLISH LANGUAGE SUPPORTS
ACT provides supports on the ACT test to US students who are not proficient in English.

STUDENTS WITH DISABILITIES

- Not proficient in English
- Participates in English Language Acquisition Program
- Receives supports in school

DOCUMENTATION
EL Supports

- Access for ELLs
- ELDA
- ELPA21
- LAS Links
- NYSESLAT
- OTELA
- TELPAS
- TOEFL
Participates in English Language Acquisition Program (LY)

Computer print out
- Name
- Status
- Year

Receives supports in school due to limited English (Plan)
- Name
- Supports
- Year

In PearsonAccess™, under reports, click on select an action, then click on operational reports.
On the Operational Supports page select Students and Registrations.

Your Accommodations and Supports Roster is the first report on the list.

STUDENT NOT ON ROSTER
CONTACT ACT ACCOMMODATIONS

ACTStateAccoms@act.org
800.553.6244 ext. 1788
Accommodated Materials

Materials must be used

Return materials together

Using Your Manual

Your manual will contain instructions for:
• Transferring answers to test booklets
• Using a brailler or scribe
• Retrieving accommodations and supports roster