Accommodations Q&A for Test Coordinators District Testing Early Spring

Viewing this Webinar

Topics

Review Process
Planning for Test Day Grouping Students
Accommodated Materials
Submitting Requests
Qualified Exceptions to the Deadline
Transferring Answers
Oral Presentation
Accommodations and Supports Roster
Resources
**TAA Resources**

**ACT District Testing**

The ACT District Testing process is designed to help schools and students prepare for ACT exams. For more information, visit the ACT website.

**Test Administration Process Next Steps**

1. **ACT Test Date Information**
2. **ACT Test Center Information**
3. **ACT Test Room Information**
4. **ACT Test Administration**
5. **ACT Test Monitoring**
6. **ACT Test Scoring**
7. **ACT Test Reporting**

**Important Dates**

- **September 27, 2021**
  - TAA Opens for Requests
- **January 21, 2022**
  - Deadline for Schools to submit request(s) for ACT-Authorized accommodations
- **January 28, 2022**
  - Deadline for Schools to submit a Request for Reconsideration (if needed)
- **January 31 - March 4, 2022**
  - Qualified Exceptions to the Deadline Submission Window
- **March 8 - 18, 2022**
  - Accommodations Test Window 1 (weekdays only)

**STUDENTS WITH DISABILITIES**

- **Case-by-case**
- **Incomparable**
- **ACT may request more information**
How to Request Accommodations

success.act.org
Submitting requests

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
Requesting Accommodations and English Learner Supports Using TAA

ACT ANALYST REVIEW

Receive and review email

Review Decision Notification from TAA with student

ACT ANALYST REVIEW

Make preparations

Submit additional documentation
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

Accommodations and English Learner Supports
Planning for Test Day

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

Grouping Students

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)

- 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 brailier or scribe
• Retrieving accommodations and supports roster
Many more resources are available on your ACT hosted webpage.

THANK YOU FOR JOINING US!
www.act.org/stateanddistrict/districttestearlyspring

Test Administration
800-553-6244 ext 2800
www.act.org/stateanddistrict/contactus

Accommodations and Supports
800-553-6244 ext 1788
ACTStateAccoms@act.org

All recipients of ACT data and student information are required to protect the confidentiality of that information in accordance with applicable laws and institutional policies. Score recipients assume responsibility for protecting the confidentiality of ACT data reported to them.

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