

Schedule of Events

Test Dates for the ACT® Test

Type of Testing	Date/Window
Initial test date—standard time	October 6, 2020
Initial testing window—accommodations and/or supports	Weekdays October 6–October 16, 2020
Makeup test date—standard time	October 20, 2020
Makeup testing window—accommodations and/or supports	Weekdays October 20–October 26, 2020

Communications

ACT communicates with the school test coordinator (TC) and the district test coordinator (DTC) about upcoming activities. ACT does not communicate with any other staff. The TC is responsible for including test accommodation coordinators (TAC), room supervisors (RS), and proctors (P) in activities and training opportunities.

Your Website

The [District Testing Fall Administration website](#) is your one-stop-shop for all of your resources.

Preparing for Initial Testing

Open Date	Close Date	Who Takes Action	Event
May 4, 2020	August 28, 2020	TC, TAC	Request accommodations and/or supports for eligible examinees through the Test Accessibility and Accommodations System (TAA).
August 3, 2020	August 28, 2020	TC	Manage participation and shipping dates in PearsonAccess ^{next} ™.
August 3, 2020	August 28, 2020	TC	Verify the shipping address in PearsonAccess ^{next} . Submit an Address Change Request form if the address needs updated.
August 3, 2020	August 28, 2020	DTC	Upload student data in PearsonAccess ^{next} .
August 18, 2020 2–3 p.m. CT		TC, TAC	Attend a Q&A session about accommodations and supports. Q&A Session Registration
August 3, 2020	August 28, 2020	TC	Verify student enrollment for test materials and enroll/unenroll students who need to be added or removed in PearsonAccess ^{next} . <i>Note: Students added after this deadline will not receive barcode labels.</i>

Open Date	Close Date	Who Takes Action	Event
August 3, 2020	September 1, 2020	TC	Verify and, as needed, update student information in PearsonAccess ^{next} for initial testing.
After receiving a decision notification	September 4, 2020	TC, TAC	Request reconsideration of accommodations and/or supports in TAA.
August 20, 2020 2–3 p.m. CT		TC, RS, P	Attend a Q&A session about test administration. Q&A Session Registration
August 23, 2020	October 2, 2020	TC, TAC	Request late consideration of accommodations and/or supports for eligible examinees in TAA using the Late Consideration Request form. See the form for details.
September 7, 2020	September 25, 2020	TC	Order non-college reportable accommodations (NCR) materials for the initial testing window, weekdays October 6–16, as needed.
September 7, 2020	September 25, 2020	TC	Order additional standard time materials for use on the initial test date, October 6, as needed.
September 14, 2020	September 17, 2020	TC	Receive test materials, if this is the receipt window you chose in PearsonAccess ^{next} . <i>Note:</i> <ul style="list-style-type: none"> • If you selected the October 6 test date under Manage Participation, you will receive all test materials this week. • If you selected the October 20 test date, you will receive non-secure materials this week. Secure materials will arrive the week prior to the makeup test date/start of the makeup testing window.
September 21, 2020	September 24, 2020	TC	Receive test materials, if this is the receipt window you chose in PearsonAccess ^{next} . <i>Note:</i> <ul style="list-style-type: none"> • If you selected the October 6 test date under Manage Participation, you will receive all test materials this week. • If you selected the October 20 test date, you will receive non-secure materials this week. Secure materials will arrive the week prior to the makeup test date/start of the makeup testing window.
After materials arrive	October 5, 2020	TC	Conduct sessions for examinees to complete non-test information.
After materials arrive	October 5, 2020	TC	Train room supervisors and proctors. Prepare rooms and materials.
October 6, 2020		TC, RS, P	Administer the ACT with standard time using standard materials on the initial test date.

Open Date	Close Date	Who Takes Action	Event
October 6, 2020	October 16, 2020	TC, TAC, RS, P	Administer the ACT with accommodations and/or supports using accommodations and/or supports materials during the initial testing window. <i>Note: Test only on weekdays.</i>
October 7, 2020	October 9, 2020	TC	Return test booklets, used answer documents, and test administration forms from the initial test date—standard time to ACT. Receipt deadline at ACT: October 13, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>
October 19, 2020	October 21, 2020	TC	Return test booklets, used answer documents, and test administration forms from the initial testing window—accommodations and/or supports to ACT. Receipt deadline at ACT: October 23, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>

Preparing for Makeup Testing

Open Date	Close Date	Who Takes Action	Event
October 6, 2020	October 9, 2020	TC	Order standard time materials for use on the makeup test date, October 20.
October 6, 2020	October 9, 2020	TC	Order NCR accommodations materials for the makeup testing window, weekdays October 20–26, as needed.
October 6, 2020	October 9, 2020	TC	Order accommodations and/or supports materials for makeup testing by calling ACT Accommodations at 800.553.6244, ext. 1788.
October 6, 2020	October 26, 2020	TC	Verify and, as needed, update student information in PearsonAccess ^{next} for makeup testing.
October 6, 2020	October 26, 2020	TC	Request that ACT add or remove students by submitting the Enroll or Unenroll Students file in PearsonAccess ^{next} for changes in enrollment. <i>Note: Students added during this window will not receive barcode labels.</i>
October 12, 2020	October 15, 2020	TC	Receive materials for makeup testing.

Open Date	Close Date	Who Takes Action	Event
After materials arrive	October 19, 2020	TC	Conduct sessions for examinees to complete non-test information. <i>Note: This is only required for examinees who have not previously completed it.</i>
October 20, 2020		TC, RS, P	Administer the ACT with standard time using standard materials on the makeup test date.
October 20, 2020	October 26, 2020	TC, TAC, RS, P	Administer the ACT with accommodations and/or supports using accommodations and/or supports materials during the makeup testing window. <i>Note: Only test on weekdays.</i>
October 21, 2020	October 23, 2020	TC	Return materials from the makeup test date—standard time to ACT. Receipt deadline at ACT: October 27, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>
October 27, 2020	October 29, 2020	TC	Return materials from the makeup testing window—accommodations and/or supports to ACT. Receipt deadline at ACT: November 2, 2020.
October 26, 2020		TC	Deadline to request that ACT enroll and unenroll students by midnight for accurate invoicing.