

Schedule of Events

Test Dates for the ACT® Test

Type of Testing	Date/Window
Initial test date—standard time	September 22, 2020
Initial testing window—accommodations and/or supports	Weekdays September 22-October 2, 2020
Makeup test date—standard time	October 6, 2020
Makeup testing window—accommodations and/or supports	Weekdays October 6-12, 2020
Emergency test date—standard time	October 20, 2020
Emergency testing window—accommodations and/or supports	Weekdays October 20-26, 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 [Wyoming website](#) is your one-stop-shop for all of your resources.

Preparing for Initial Testing

Open Date	Close Date	Who Takes Action	Event
August 3, 2020	August 21, 2020	TC	Manage participation and shipping dates in PearsonAccess ^{next} ™.
August 3, 2020	August 21, 2020	TC	Verify the shipping address in PearsonAccess ^{next} . Submit an Address Change Request form if the address needs updated.
August 3, 2020	August 21, 2020	State DTC	Upload student data in PearsonAccess ^{next} .
May 4, 2020	August 25, 2020	TC, TAC	Request accommodations and/or supports for eligible examinees through the Test Accessibility and Accommodations System (TAA).

Open Date	Close Date	Who Takes Action	Event
August 3, 2020	August 21, 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>
August 13, 2020 3:30 p.m. Mountain Time		TC, RS, P	Attend a Q&A session about accommodations and supports and test administration. The training will be posted on August 13 and will be available to watch on demand on or after that date at 3:30 p.m. MT. Registration link: https://event.on24.com/wcc/r/2363485/1C27781C03295DA3FE14463F624B88D4
After receiving a decision notification	September 1, 2020	TC, TAC	Request reconsideration of accommodations and/or supports in TAA.
August 17, 2020	September 18, 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.
August 31, 2020	September 22, 2020	TC	Verify and, as needed, update student information in PearsonAccess ^{next} for initial testing.
August 31, 2020	September 11, 2020	TC	Order non-college reportable accommodations (NCR) materials for the initial testing window, weekdays September 22-October 2, as needed.
August 31, 2020	September 11, 2020	TC	Order additional standard time materials for use on the initial test date, September 22, as needed.
September 8, 2020	September 10, 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 September 22 test date under Manage Participation, you will receive all test materials this week. • If you selected the October 6 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	September 21, 2020	TC	Conduct sessions for examinees to complete non-test information.
After materials arrive	September 21, 2020	TC	Train room supervisors and proctors. Prepare rooms and materials.

Open Date	Close Date	Who Takes Action	Event
September 22, 2020		TC, RS, P	Administer the ACT with standard time using standard materials on the initial test date.
September 22, 2020	October 2, 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>
September 23, 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: September 29, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>
October 5, 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 9, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>

Preparing for Makeup Testing

Open Date	Close Date	Who Takes Action	Event
September 22, 2020	September 25, 2020	TC	Order standard time materials for use on the makeup test date, October 6, in PearsonAccess ^{next} .
September 22, 2020	September 25, 2020	TC	Order NCR accommodations materials for the makeup testing window, weekdays October 6-12, as needed.
September 22, 2020	September 25, 2020	TC	Order accommodations and/or supports materials for makeup testing by contacting ACT Accommodations at 800.553.6244, ext. 1788 or ACTStateAccoms@ACT.org .
September 22, 2020	October 6, 2020	TC	Verify and, as needed, update student information in PearsonAccess ^{next} for makeup testing.
September 23, 2020	October 6, 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>

Open Date	Close Date	Who Takes Action	Event
September 28, 2020	October 1, 2020	TC	Receive materials for makeup testing.
After materials arrive	October 5, 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 6, 2020		TC, RS, P	Administer the ACT with standard time using standard materials on the makeup test date.
October 6, 2020	October 12, 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 7, 2020		TC	Return materials from the makeup 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 13, 2020		TC	Return materials from the makeup testing window—accommodations and/or supports to ACT. Receipt deadline at ACT: October 19, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>

Preparing for Emergency Testing

Open Date	Close Date	Who Takes Action	Event
October 6, 2020	October 9, 2020	TC	Order standard time materials for use on the emergency test date, October 20, in PearsonAccess ^{next} .
October 6, 2020	October 9, 2020	TC	Order NCR accommodations materials for use during the emergency testing window, weekdays October 20-26, in PearsonAccess ^{next} , as needed.
October 6, 2020	October 9, 2020	TC	Order accommodations and/or supports materials for emergency testing by contacting ACT Accommodations at 800.553.6244, ext. 1788, or ACTStateAccoms@ACT.org .
October 7, 2020	October 20, 2020	TC	Verify and, as needed, update student information in PearsonAccess ^{next} for emergency testing.

Open Date	Close Date	Who Takes Action	Event
October 7, 2020	October 20, 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 emergency testing.
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 emergency 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 emergency testing window. <i>Note: Only test on weekdays.</i>
October 21, 2020		TC	Return materials from the emergency 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		TC	Return materials from the emergency testing window—accommodations and/or supports to ACT. Receipt deadline at ACT: November 2, 2020. <i>Note: Late-arriving answer documents will not be scored.</i>