The ACT® Test Accommodations and English Learner Supports

District Testing Late April

Topics
- Review Process
- Planning for Test Day Grouping Students
- Accommodated Materials
- Submitting Requests
- Late Requests
- Transferring Answers
- Oral Presentation
- Accommodations and Supports Roster
- Resources
Important Dates

- **March 19, 2021**: Deadline for Schools to submit request(s) for ACT-Authorized accommodations
- **March 26, 2021**: Deadline for Schools to submit a Request for Reconsideration (if needed)
- **March 22 – April 16, 2021**: Late Consideration Submission Window
- **April 20 - 29, 2021**: Accommodations Test Window 1

REVIEW PROCESS

1. INITIATION
2. IDENTIFY + CONFIRM
3. SUBMIT DOCUMENTATION
4. ACT ANALYST REVIEW
5. POST-REVIEW

INITIATION

- IDENTIFY + CONFIRM
FAQ

Potential Issue:
Not receiving verification email to establish password.
Solution:
May need to reach out to school IT department to allow noreply@salesforce.com email to come through.

Potential Issue:
Link in email to establish password, directs user to start account process from beginning again.
Solution:
Email statetesting@act.org with description of issue.

Potential Issue:
Trusted agent who received code is no longer at the school.
Solution:
Email statetesting@act.org with information of new principal or superintendent. ACT will email access code to new staff member.
LATE REQUESTS

The Late Consideration Form will help you determine if a student qualifies for their request to be submitted and reviewed during the late consideration window.
Planning for Test Day
Grouping Students

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

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

Group Testing - Writing

Individual testing:
- Voice activated software

Group Testing:
- Computer (word processing software)
- Brailler
Accommodated Materials

Materials must be used together

Submit materials together

Submitting requests
What is a disability?
A mental or physical impairment that substantially limits a major life activity when compared to the average person in the general population.

Students with disabilities
The condition is professionally diagnosed and substantially limits one or more major life activity.

Students with disabilities
The requested accommodations are appropriate and reasonable for the documented disability.
ASSOCIATING A NEW TEST DATE

1. Sign In
2. Search
3. Request History Page
4. Add test date
5. Select Assign button

STEPS FOR A NEW REQUEST

New Request

1. Expense Details
2. Testing Information
3. Reason for Request
4. Plan Details
5. Accommodation Support
6. Documentation
7. Submit

STUDENTS WITH DISABILITIES
STUDENTS WITH DISABILITIES

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

REQUEST TIMING

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Processing time

COMMON MISSTEPS

- Documentation does not support accommodation
- Incompatible accommodations
- Other box
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 (ELP)

Computer print out
- Name
- Status
- Year

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

COMMON MISSTEPS
- Documentation out of date
- Student is proficient in English
- Documentation in another language
LATE REQUESTS

LATE CONSIDERATION

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

Missed deadline for requesting approval is not an accepted reason.
COMMON MISSTEPS

- Include form
- SAVE before upload
- Meet criteria

TRANSFERRING ANSWERS

Marked answers in test booklet
Large print answer document
ORAL PRESENTATION

HUMAN READER
Requires one-on-one administration

PRE-RECORDED (PAPER) OR TEXT-TO-SPEECH (COMPUTER)
Group administration

CONSIDERATIONS
STAFFING  SCHEDULING  COMPUTER AVAILABILITY  REASONING
In PearsonAccess<sup>TM</sup>, under reports, click on select an action, then click on operational reports.

On the Operational Supports page select Students and Registrations.
ACCOMMODATIONS AND SUPPORTS ROSTER

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

RESOURCES