

# REQUESTING ACCOMMODATIONS

## Checklist for International Examinees

### STEP 1



#### Register

### Create an account or log in

- Register for the ACT<sup>®</sup> test at [my.act.org](https://my.act.org).
- Tell us if you need accommodations.
  - Choose “I can do both of these” if you only need one-and-one-half time.
  - Choose “One or more of these apply” if you need other accommodations besides one and one-half time..
- Complete Registration.

### STEP 2



#### Receive Instructions

### You'll receive an email

- The email will tell you how to make requests.
- Complete the [Consent to Release Information form](#).
- Give the email AND completed form to your school official. Work with your school official to request accommodations.

### STEP 3



#### Submit Request

### Your school submits a request

- Your school official will submit your request to ACT.  
**Note:** Your school official must submit all documents by the [published late registration deadline](#). ACT will review the request. Then, ACT will send the decision to your school official.
- Your school official should let you know the decision within 4 weeks after submitting your request.