

	SAT	ACT
DETAILED INFORMATION	https://www.collegeboard.org/students-with-disabilities/whats-new-2015-16	http://www.act.org/content/act/en/products-and-services/the-act/taking-the-test/services-for-examinees-with-disabilities.html
ELIGIBILITY	<ul style="list-style-type: none"> • Student has a documented disability • Participation in a College Board Exam is impacted • Requested accommodation is needed • Accommodation is received on school tests 	<ul style="list-style-type: none"> • Professionally diagnosed condition • Appropriate documentation on file at school • Accommodation used on tests in school due to disability
DOCUMENTATION	<p>On the ACT, documentation must be submitted in all cases. On the SAT, most students* will receive immediate approval without documentation if their school SSD coordinators submit the request online and answer yes to the following two questions: "Is the requested accommodation(s) in the student's plan?" and "Has the student used the accommodation(s) for school testing?"</p> <p>Examples of documentation include a current psychoeducational evaluation or a report from a doctor. All documentation must fulfill the following requirements:</p> <ul style="list-style-type: none"> • The diagnosis is clearly stated • The information is current • Educational, developmental, and medical history is presented • The diagnosis is supported • The functional limitation is described • Recommended accommodations are justified • Evaluators' professional credentials are established <p>In addition, IEP, 504, or other official accommodation plans submitted by the school are useful in establishing that the student is receiving the accommodation in school. The ACT also provides teacher survey forms for further documentation.</p> <p>Students who are excluded from instant approval from the College Board (and who must submit documentation) include those who:</p> <ul style="list-style-type: none"> • do not have a formal school-based plan (such as an IEP or 504) • request accommodations are not in the student's school-based plan and/or are not being used by the student in school • request more than 100% time or other, uncommon accommodations • do not have documented disabilities 	
SCHOOL INVOLVEMENT	Most students work with their schools to submit accommodations requests online. Schools usually have an SSD (Services for Students with Disabilities) coordinator who helps the student collect the necessary documentation and submits the application to the College Board.	Students work with their school to submit their application online through the ACT's Test Accessibility and Accommodations System (TAA). A qualified school official will serve as the school's TAA coordinator and submit the application to the ACT.

	SAT	ACT
TIMELINE	<p>Students who are approved for and use testing accommodations at their schools under a formal school-based plan (such as an IEP or 504) and whose requests are submitted by their school SSD coordinator will see their requests approved automatically.</p> <p>All other submissions that do not meet the above criteria will have their request processed within 7 weeks.</p>	<p>Students must register for a test date before their accommodation application will be considered. The deadline for submitting documentation is about 6 weeks before the test date, but the earlier that students can apply, the better.</p>
NOTIFICATION	<p>After approval, students will be issued an SSD number and SSD letter outlining their accommodations. They should check their admissions ticket to make sure that number is listed. Students should use their SSD number when they register for all subsequent tests.</p>	<p>The TAA coordinator will receive the "Accommodations Decision Notification" in TAA. The notification will include the approved accommodations or the reason the accommodations were not approved. The coordinator will then share the notification with the families. Families will not receive this notification directly.</p>
APPEAL PROCESS	<p>If a request for testing accommodations has not been fully approved, the College Board's decision letter to the family will explain why:</p> <ul style="list-style-type: none"> • More information is needed • The documentation does not support the requested accommodations • The request has been partially approved <p>Students, through their SSD coordinator, can submit additional documentation to the College Board. If the new information addresses their stated concerns, the College Board will grant the accommodations after further review.</p>	<p>The test accommodations coordinator through TAA will be notified as to whether the accommodation request was approved. If denied, additional documentation can be sent through TAA, a process known as a "reconsideration request," and the application will be reevaluated. If the accommodations are granted after the testing date, those accommodations will be granted for the next test date.</p>
TYPES OF ACCOMMODATIONS	<ul style="list-style-type: none"> • Extended time • Computer use for essays • Extra and extended breaks • Reading and seeing accommodations • Four-function calculator on the 'no-calculator' math section of the SAT and PSAT • Other accommodations, such as (but not limited to) small group or solo testing, multiple day testing, and preferential seating, are available by request 	<p>The ACT divides its accommodations into two categories: National Extended Time and Special Testing.</p> <p>National Extended Time is the most common accommodation requested. It allows for 50% extended time and the testing takes place at a national test center.</p> <p>Special Testing covers all other accommodations, including extended time beyond the time and a half, testing over multiple days, and accommodations that cannot be provided at a test center.</p>
EXTENDED TIME	<p>With extended time, students' progression through the test is paced by a proctor. If students finish a section early, they may not move on to the next section. If students have not finished a section, they must move on to the next section when the proctor calls time.</p>	<p>For students who receive the National Extended Time accommodation, the test is self-paced. Students who are writing the essay have 6 hours to complete the test. Those who are not writing the essay have 5 hours. Students must complete the test in order and may not return to earlier sections. For students receiving Special Testing Accommodations, the tests are generally not self-paced and the timing is monitored by a proctor.</p>

Source: collegeboard.org

Source: act.org

