Spring 2013 Administration Instructions
State-Allowed Accommodations

This document contains translated verbal instructions from pages 4-5 of the Spring 2013 Administration Instructions for State-Allowed Accommodations.

Verbal Instructions—Basic Identifying Information and High School Course/Grade Information

Read aloud all instructions in the shaded boxes. When reading the instructions, pause after each series of dots and look up to ensure students are following instructions. Text in parentheses is provided for your information only. Begin by saying:

If your school is not using barcode labels or will apply them later, skip the box below. If you already applied barcode labels, say:

You must resolve any discrepancies in answer document identification before continuing. Continue by saying:

Students who test with State-Allowed Accommodations will not be included in ACT’s Educational Opportunity Service for contact by colleges. The following directions have been adjusted to have these students skip Block L. When everyone has completed Blocks A through H, say:

When everyone has skipped Block M, say:

If your school or district assigns local ID numbers, have students enter that number in Block S. Otherwise, have them skip Block S.

Students with State-Allowed Accommodation must skip Block T - they will not have Reference Numbers.

If your state requires you to enter information in Blocks U and V, you will be given specific instructions (e.g., Answer Document Supplement, training materials) for completing them.