

**From:** ACT State Testing <[statetesting@operations.act.org](mailto:statetesting@operations.act.org)>

**Sent:** Friday, April 11, 2025 4:34PM

**To:** ACT Now User Roles: District Test Coordinator, Test Coordinator

**Subject:** Options to Complete Accountability Assessment



**Spring 2025 Illinois State Testing**

[act.org/stateanddistrict/illinois](https://act.org/stateanddistrict/illinois)

To: District test coordinators and school test coordinators

Role responsible for this activity: School test coordinator

ACT sincerely apologizes for the disruption you may have experienced on April 8, 2025. In coordination with ISBE, ACT has identified additional details for schools that experienced technical issues to complete testing for students registered for ACT with Writing, PreACT Secure, or PreACT 9 Secure.

## Options to Complete ACT with Writing for Accountability

**A school may use the following options, or any combination thereof, to best meet the individual needs of their students.**

The options for students who were **able to start but not finish** the assessment to receive scores that meet state accountability requirements and that are college-reportable include the following:

**Option 1: [Resume](#)** testing from wherever the student exited in ACT with Writing during Test Event 2 (April 8–18). *Note, the link to “Resume” was added after email was sent.*

- This option may work best for those students who made some degree of progress and prefer to complete their original attempt.
- Because a different test form is used in each test event, any student who resumes testing ACT with Writing **must complete testing during Test Event 2** (by April 18).
- Schools do not need to resume all students at the same time on the same date, so long as each student is allotted their remaining time.
- Prior to resuming testing, ensure all students in a room are resuming in the same section. Verify all students in a room have completed the same section before moving on.

**Option 2: [Re-register](#)** for testing with ACT with Writing during Test Event 2 (complete testing by April 18) or Test Event 3 (April 22–May 2). *Note, the link to “Re-register” was added after email was sent.*

- A school may request that **any number of students** be re-registered for either Test Event 2 or Test Event 3.
- Because a different test form is used in each test event, any student who is re-registered **must begin and complete their testing during the selected test event**.
- Re-registration **requires the student to retake the entire test**, regardless of how far they progressed in an earlier attempt.
- Students who are re-registered to test must be assigned to a new room and must use a newly printed authorization ticket.

- **Re-registering a student renders the April 8 attempt non-reportable.** Re-registered students who complete testing will receive scores only for the test for which they were re-registered. For re-registered students who are unable to retest due to absence or some other factor, ACT can retrieve the original attempt.

The options for students who were not able to login into TestNav and **did not start** the assessment to receive scores that meet state accountability requirements and that are college-reportable include the following:

**Option 3: Begin and complete** ACT with Writing during Test Event 2 by April 18.

- This option does NOT require students to re-register.

**Option 4: Begin and complete** ACT with Writing during Test Event 3 (April 22–May 2).

- Schools can **reassign** students who were not able to log in to TestNav during Test Event 2 to Test Event 3. This option does NOT require students to re-register.

## Options for Additional Attempts: ACT with Writing

Schools must first implement selected options above to allow students to complete required state accountability testing. Additionally, ACT is offering an optional opportunity for students who were affected by the test disruption on April 8. This remedy will allow students to earn college-reportable scores by taking the ACT on a national test date using a provided voucher.

**IMPORTANT:** ACT National testing attempts do not fulfill a student's diploma requirement, nor can they be used for accountability.

### 1. Voucher for ACT National testing

- A school may request vouchers for an upcoming ACT National test date to allow students to re-attempt for the sole purpose of completing the ACT for a college-reportable score under more favorable conditions.
- ACT will email the unique vouchers as a pdf attachment to the school for distribution to students.
- If a school wishes to pursue this option for affected students, please complete a [voucher request form](#) **no later than April 25**.
- You will be asked to provide your school name, city, test coordinator name and email address, and [six-digit ACT high school code](#), as well as the number of vouchers needed.
- If a school is already an ACT National test center or plans to become an unlisted test center (described below), it can provide the assigned test center code to students along with a voucher.
- Terms and conditions apply:
  - A student must access an existing MyACT account or create a new one to use a voucher code in MyACT to waive the regular registration fee for the ACT National test (**June or July only**).
  - Once a student registers for a test with a voucher code, it is considered used, even if they do not test on the requested date. However, the student may move that registration from June to July, or vice versa, without incurring a test change fee.

- Students cannot use a voucher code to receive a refund for a test fee that was already paid or to cover any additional fees, products, or services. Students must pay any additional fees not covered by the voucher.
- After receiving vouchers, students can visit the [ACT National Test Information web page](#) for date and registration information.

## 2. Unlisted National test center

- A school may also choose to become an unlisted test center and service only their students on an established national test date (June and/or July). This school will not be visible to other examinees choosing a national test center.
- This option is solely for the purpose of completing the ACT for a college-reportable score under more favorable conditions.
- To become an unlisted national test center, request an Establishment Form from ACT at [testact@act.org](mailto:testact@act.org) (with the subject line: **UTC:IL**) and submit it no later than **April 25, 2025**.
- ACT will process the Establishment Form and send an email, which will include the school's unlisted test center code, to the test coordinator listed in the form.
- Schools can provide their unlisted test center code, along with a voucher (described above), to students who wish to test at their school. Students must then enter this unlisted test center code when registering with their voucher.
- After receiving vouchers, students can visit the [ACT National Test Information web page](#) for date and registration information.

## Guidance for Students Taking PreACT Secure or PreACT 9 Secure

Test Event 2 for PreACT Secure and PreACT 9 Secure has been extended to end on April 25.

- Students who are currently assigned to Test Event 2 and need to complete testing or begin testing for a make-up do not need to be reassigned to Test Event 3.
- Students who are currently assigned to Test Event 3 should remain assigned to Test Event 3.
- Any student who is currently unassigned should be assigned to Test Event 3.

Please contact ACT Customer Support at the number below if you need additional support.

Sincerely,  
ACT State Testing Team

ACT Customer Support

Phone: 855.730.0400, Option 1 for ACT with writing, Option 2 for PreACT 9 Secure and PreACT Secure  
[Contact Us](#)