

From: ACT State Testing <statetesting@operations.act.org>
Sent: Monday, April 14, 2025 12:05 PM
To: ACT Now User Roles: District Test Coordinator, Test Coordinator
Subject: NOTICE: Test Event 2 Test Date Reminders



Spring 2025 Illinois State Testing

act.org/stateanddistrict/illinois

To: District test coordinators, and school test coordinators as designated in ACT Now
Role responsible for this activity: School test coordinator

Test Event 2 concludes on **April 18, 2025**.

Reminder: *Creating a MyACT account is optional. Students may choose to create a MyACT account to send free scores OR use the alternate form.*

1. Students need to use their student claim code provided in ACT Now to associate their MyACT account with the spring 2025 administration. Student claim codes are also included on the Student Non-Test Information sheets that were shipped to schools.
2. If students choose to use a MyACT account to select up to four free score send recipients, they must do this no later than 2 days after they test.
3. If students choose to use the alternate method to select up to four free score send recipients, they will instead use their student claim code after their test is scored.
4. Students may use their student claim code to create a MyACT account to view scores and then use the same student claim code to submit scores using the alternate method, as long as they have not identified any score sends in their MyACT account. More information on the alternate method can be found [here](#).

To Do

1. Return any test materials for students who tested with paper as soon as testing is completed. No materials need to be returned for online testing. Schools should securely destroy all scratch paper, translated test directions, and used/unused student authorization tickets.
2. Schedule online sessions for students that will test in the current Test Event or in a subsequent Test Event.
3. Enter and review any irregularities in Test Center Manager (TCM) by April 18, 2025. Conduct make-up testing for students who were absent on test day. Students may be assigned to new rooms to test within the same test event or assigned to a subsequent Test Event.

Note: *Students who require paper materials must be assigned to a Test Event before paper is identified in their registration. Be sure to identify paper test format*

in the [Pre-ID](#) in ISBE's SIS. Paper testing materials will be shipped automatically.
You do not need to contact ACT to request paper materials.

If you have questions or need assistance, choose the appropriate connection listed below.

Sincerely,
ACT State Testing Team

Your Connection to ACT

- [Schedule of Events](#)
- [Office Hours—Accommodations](#)
- [Pre-Test Administration Training Session #1 \(on-demand recording\)](#)
- [Test Day Administration Training Session #2 \(on-demand recording\)](#)
- [ACT Accommodations Training \(on-demand recording\)](#)

ACT Customer Support
Phone: 855.730.0400
[Contact Us](#)

Accommodations
Phone: 800.553.6244 ext. 1788
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