

---

# Preparing for the ISBE-Provided SAT School Day Administration

November 2017

Spring 2018

---

# Session Goals

Our goal today is to share information about the spring administration of SAT in order to:

- Prepare SSD Coordinators
- Provide a review of common accommodations
- Review the accommodations request process
- Provide resources and support materials

---

# Test Dates

- SAT will serve as the assessment for Grade 11 accountability.
- ISBE will provide the SAT with Essay at no charge to all Grade 11 students enrolled in public high schools.
- Most students will be required to test on a single day. Students with accommodations that extend testing time beyond a standard school day or require a separate setting or test format will have a two week window to complete testing.
  - Primary test day is: **April 10, 2018**
  - Accommodated Testing Window: **April 10, 2018 – April 24, 2018**
  - Makeup test day is: **April 24, 2018**

# Implementation Key Dates

## Preliminary Spring 2018 Key Dates

Activities	SAT School Day
AI Code confirmation	December 2017
Off-Site Request Deadline	December 15, 2017
Pre-ID deadline in SIS	January 26, 2018
Request Accommodations	Now – February 19, 2018
Receive Supervisor Planning Kits	Late February 2018
Test Day Online Training	February – April 2018
Preadministration Materials in Schools	Mid-March 2018
Conduct Preadministration Session	Late March – Early April 2018
Test Materials in Schools	First week of April 2018
Test Administration	April 10, 2018
Accommodated Testing Window (eligible students only)	April 10, 2018 – April 24, 2018
Provide Counts of Students Requiring Makeup Testing	April 12, 2018
Makeup Test Administration	April 24, 2018
Final Materials Return for Scoring	No later than April 28, 2018

---

# The Tools

- **Services for Students with Disabilities (SSD) Online:**  
The system for requesting accommodations. College Board will use this system to determine which materials are needed for students.
  - Accommodations Request Deadline: **February 19, 2018**
- **Non-Standard Administration Report (NAR):**  
The NAR will provide a list of students approved for accommodations and provide which accommodations have been approved for testing, which materials are needed, and when students will test.
- **Eligibility Roster:**  
A listing of all students at your school (Attending Institution - AI) with accommodations.

---

## Testing Roles

- **Test Supervisor** – is responsible for all aspects of the SAT administration at the school
- **Services for Students with Disabilities (SSD) Coordinator(s)** – requests accommodations for students and supports the Test Supervisor to oversee accommodated testing.
- **Associate Supervisor** – is the test administrator in the testing room
- **Proctors** – assists the associate supervisor with monitoring students in the testing room
- **Hall Proctor**– is responsible for monitoring the hallways on test day

---

# What to Expect

## **October**

- Principals appointed Test Supervisors and SSD Coordinators as part of school setup survey
- SSD Coordinators should confirm or request access to SSD Online

## **November-January**

- Create list of students who will need to test using accommodations. Collect any supporting information that may be required.
- Submit accommodations requests for students

---

# What to Expect

## **February – March**

- Receive manuals and participate in Test Day Training
- Receive non-secure materials for preadministration session
- Submit accommodations requests for late-transfer students

## **April**

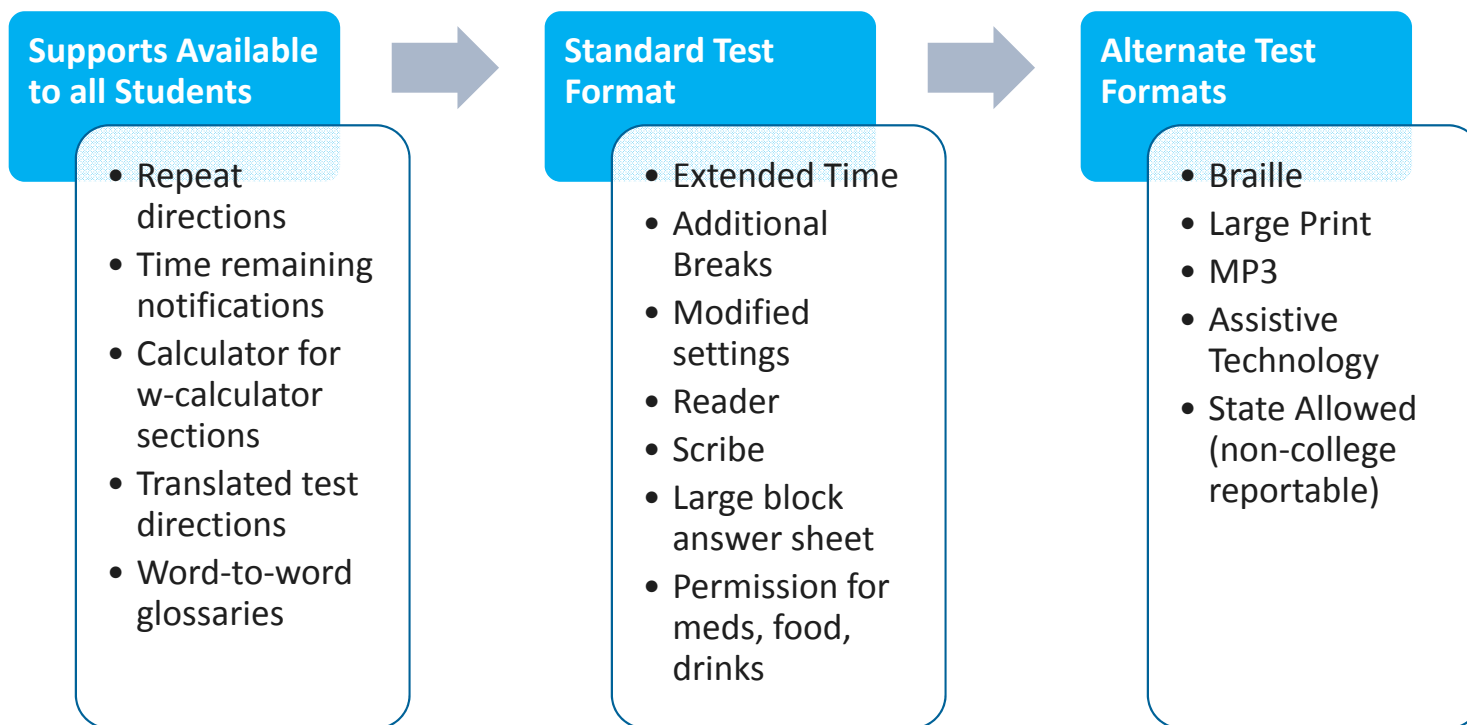
- Administer the SAT
- Return materials for scoring

## **May – July**

- Receive College Board Scores
- Receive Accountability Results



# Accommodations & Supports



---

# College Board Accommodations

- The College Board is committed to making sure that students with disabilities can take the exams with the accommodations they need, and will consider all requests to ensure that we measure students' academic abilities, regardless of their disabilities.
- All accommodations requests will be submitted through our Services for Students with Disabilities (SSD) Online system. There are two types:
  - **College Board Accommodations:** Students with College Board approved accommodations will receive college reportable scores. Once approved for accommodations, with limited exceptions, a student remains approved for all College Board tests.
  - **State Allowed Accommodations (SAA):** These are state specific accommodations defined by ISBE. Students, schools and the state will receive scores, however the scores are not college reportable. These accommodations apply to state testing only and are requested for each state administration.

# English Learner Supports

- English Language Learner (ELL) Supports
  - Scores will be college and scholarship reportable
  - NO advance request required
- Translated Test Directions for ELL students
  - Printed versions of the test directions will be downloadable for educators to distribute to students on test day as needed.
  - Languages: Albanian, Arabic, Bengali, Bosnian, Cambodian/Khmer, Chinese/Mandarin, French, Gujarati, Haitian Creole, Hindi, Italian, Polish, Portuguese, Russian, Somali, Spanish, Urdu, Vietnamese. Additional languages in review.
  - Other languages can be supported through local translation of test directions “on the fly” by translators approved by your district/school.
- Word for Word glossary for ELL students
  - School may provide approved glossaries to students on test day. The list of approved glossaries will be available at: [www.collegeboard.org/illinois](http://www.collegeboard.org/illinois)



---

# New SSD Coordinators

A blue-tinted photograph of three people, two men and one woman, standing in profile against a brick wall. They are all wearing high-visibility safety vests over their clothing. The person in the center is a man with short dark hair, looking towards the right. The person on the left is another man, also looking right. The person on the right is a woman with long blonde hair, looking right. The image has a halftone or dot-matrix texture.



---

## Creating your SSD Online Account

- New SSD Coordinators should go to [www.collegeboard.org](http://www.collegeboard.org) to create a College Board Professional Account if you don't already have one.
- Complete the SSD Coordinator Form, found at [www.collegeboard.org/ssd](http://www.collegeboard.org/ssd)
  - Provide information about you and your school.
  - Obtain your principal's signature.
  - Fax the form to College Board (instruction on form). An access code will be emailed approximately 2-3 days after receipt of your form.
- If you are the SSD Coordinator for more than one school, you will need to submit a separate form for each school you work with, but you should create only one professional login account.

## Roles & Responsibilities

A school may have more than one SSD Coordinator. A primary coordinator will be identified to support the Test Supervisor and oversee accommodated testing.

All SSD Coordinators are responsible for:

- Being the school's liaison with the College Board's Services for Students with Disabilities office.
- Submitting accommodation requests for students with demonstrated needs.
- Coordinating with your school's Test Supervisor on the schedule of testing rooms and staff needed for accommodations test administration.
- Assisting with administering the test as needed.
- Monitoring and printing the Non-standard Administration Roster (NAR). The NAR is used for room planning and to provide confirmation of the accommodations provided on test day.



---

# Returning SSD Coordinators

A blue-tinted photograph of three individuals in tactical gear walking past a brick wall. The person in the center is a man in a plaid shirt, looking to his left. To his left is another man in a light-colored shirt, also looking left. To the right is a woman in a light-colored shirt, looking forward. They are all wearing vests with straps and appear to be in a professional or training environment.



---

## Confirm Access to SSD Online

- Login to your College Board Account at [www.collegeboard.org](http://www.collegeboard.org).
  - If you've forgotten your password, use the Forgot Username or Password links on the sign-in page.
- Choose SSD Online from your Account Dashboard or login to SSD Online directly at: [www.collegeboard.org/ssdonline](http://www.collegeboard.org/ssdonline).
- If you are the SSD Coordinator for more than one school, you may request access to additional schools, by completing the access request form ([www.collegeboard.org/ssd](http://www.collegeboard.org/ssd)) for the new school. You'll still access SSD Online through your College Board Account.



## New for Spring 2018

- Introduction of Illinois-specific testing manuals
- Enhancements to accommodations and supports
  - Improved accommodations supporting information
  - Additional languages supported for EL students using glossaries and/or translated test directions
  - Eliminated the pink test book
- Simplified Test Day processes, by eliminating
  - Paper registration forms
  - Admission tickets
- Improved roster capabilities
  - the elimination of the online attendance roster (ETS roster)
  - enhancements to the NAR roster to include all students with accommodations, room groupings, and test windows
- Easier student ID requirements
- Combined student data questionnaire and answer sheet for less paperwork
- Eliminated the use of test center numbers, except for off-site testing locations



# Consolidated Roles

**Promoting partnership  
between the Test Supervisor  
and the SSD Coordinator**

- The test supervisor is now responsible for planning the administration for ALL students, including those with accommodations.
  - The SSD coordinator is responsible for applying for accommodations and printing the list of students approved for accommodations.
  - The supervisor will enlist the help of the SSD coordinator to assist with planning the administration for students with disabilities.
- All shipments will be addressed to the test supervisor.
- The test supervisor is responsible for returning all materials.



---

# Understanding Common Accommodations

A blue-tinted photograph of three students in a classroom. A male student in the center is gesturing with his hands while speaking to two female students. They are all wearing backpacks and standing in front of a brick wall.



# Determining Accommodations

- The accommodations that schools request for students for the SAT should be consistent with the accommodations they use for taking assessments in school on a daily basis.
- We recognize that some terminology used in the creation of an IEP or 504 plan may differ from the College Board nomenclature.
  - For example, if a student typically has assessments read aloud in school, they may wish to request a reader or MP3 audio format for oral presentation of the assessment.
  - The school can determine the best option in consultation with the student and parents/guardians.
- The College Board accommodations that follow are examples of commonly requested accommodations. The College Board provides many different types of accommodations and will review all requests that are made.
- When considering requests for timing accommodations, please keep in mind that the student must use the entire time for which they are approved. They cannot move to the next section or end the assessment when they are finished, even if they are the only student testing.

# Types of College Board Accommodations

## Timing

Accommodation	Day(s)	What to Know
<b>50% extended time for reading</b>	2 Days	<ul style="list-style-type: none"> <li>Students will test in 2 days when taking the SAT with Essay.</li> <li>Student will receive extended time for ALL sections.</li> <li>Student must use the entire time for which they are approved. Student will automatically be approved for extra breaks.</li> </ul>
<b>50% extended time for math</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive extended time only for the math sections.</li> <li>Student must use the entire time for which they are approved. Student will automatically be approved with extra breaks.</li> </ul>
<b>100% extended time for reading</b>	2 Day	<ul style="list-style-type: none"> <li>Students will receive extended time for ALL sections.</li> <li>Students must use the entire time for which they are approved. Student will automatically be approved with extra breaks.</li> </ul>
<b>100% extended time for math</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive extended time only for the math test.</li> <li>Student must use the entire time for which they are approved. Student will automatically be approved with extra breaks.</li> </ul>
<b>50% extended time for writing</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive extended time only for the essay portion of the test.</li> <li>Student must use the entire time for which they are approved.</li> </ul>
<b>100% extended time for writing</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive extended time only for the essay portion of the test.</li> <li>Student must use the entire time for which they are approved.</li> </ul>

# Types of College Board Accommodations

## Breaks

Accommodation	Day(s)	What to Know
<b>Extra Breaks</b>	1 Day	<ul style="list-style-type: none"><li>Given a break halfway through longer sections and a break after every section.</li></ul>
<b>Extended Breaks</b>	1 Day	<ul style="list-style-type: none"><li>Given breaks at the standard time but breaks are typically twice as long.</li><li>Some students who request extended breaks may need additional accommodations such as permission to eat, take medication, or permission to test blood sugar. These must be requested specifically.</li></ul>
<b>Breaks as Needed</b>	1 Day	<ul style="list-style-type: none"><li>Typically given to students with physical or medical conditions.</li><li>Breaks are granted as requested by the student during the exam. Timing of the test is paused during the break.</li><li>Some students who request breaks as needed may need additional accommodations, such as permission to eat, take medication, or permission to test blood sugar. These must be requested specifically.</li></ul>

# Types of College Board Accommodations

## Reading/Seeing Text

Accommodation	Day(s)	What to Know
<b>MP3 Audio</b>	2 Days	<ul style="list-style-type: none"><li>• Audio version of the test, delivered on a flash drive.</li><li>• Student automatically receives 100% extended time (plus additional time on the writing and language test) and extra breaks on all sections.</li><li>• Student must use the entire time for which they are approved. They cannot move to the next section or end the assessment when they are finished, even if they are the only student testing.</li></ul>
<b>Reader</b>	2 Days	<ul style="list-style-type: none"><li>• Student will be read the SAT aloud by an adult.</li><li>• Student must be in a one-to-one setting with an adult. Readers must meet testing staff requirements (i.e. paraprofessional, teacher, principal, etc.)</li><li>• Student automatically receives 50% extended time and extra breaks on all sections.</li><li>• Student must use the entire time for which they are approved. They cannot move to the next section or end the assessment when they are finished, even if they are the only student testing.</li></ul>

# Types of College Board Accommodations

## Reading/Seeing Text (continued)

Accommodation	Day(s)	What to Know
<b>Assistive Technology Compatible (ATC )</b>	1 Day	<ul style="list-style-type: none"> <li>Digital version of the test, delivered on a flash drive.</li> <li>For use with screen readers and other assistive technology</li> <li>Student is automatically given 100% extended time on the writing and language section only.</li> <li>Student must use the entire time for which they are approved. They cannot move to the next section when they are finished, even if they are the only student testing.</li> </ul>
<b>Braille</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive either a EBAE with Nemeth Math or UEB with Nemeth Math test book.</li> <li>Student will receive a Braille Figure Supplement</li> <li>Typically approved with another accommodation such as scribe or braillewriter to record answers.</li> </ul>
<b>American Sign Language (ASL)</b>	1 Day	<ul style="list-style-type: none"> <li>Student will receive test directions, the only listening portion of the SAT, in ASL by an adult.</li> <li>Interpreters must meet testing staff requirements (i.e. must be an employee of the district, must complete test administration training)</li> </ul>



# Types of College Board Accommodations

## Recording Answers

Accommodation	Day(s)	What to Know
<b>Writer /Scribe</b>	1 Day	<ul style="list-style-type: none"><li>• Student will have an adult transcribe answers onto the answer sheet.</li><li>• Student automatically receives 50% extended time and extra breaks on all sections.</li><li>• Student must use the entire time for which they are approved. They cannot move to the next section or end the assessment when they are finished, even if they are the only student testing.</li></ul>

## Setting

Accommodation	Day(s)	What to Know
<b>Small Group Testing</b>	1 Day	<ul style="list-style-type: none"><li>• Will depend on the number of students in the group and the size of the room.</li><li>• There is no minimum number of students that must be tested in a room, so if the school has the capacity to put 10 students in a room, there is no need to request a small group accommodation.</li></ul>
<b>Home/Hospital Testing</b>	1 Day	<ul style="list-style-type: none"><li>• Requested through SSD Online</li><li>• Student with a disability that prevents them from attending school will be administered the test at a location other than school (e.g., home or hospital).</li></ul>

# State Allowed Supports and Accommodations

- Also known as SAAs
- The SAAs that follow are examples of commonly requested supports.

Accommodation	Day(s)	What to Know
EL – Extended Time	1 Day	<ul style="list-style-type: none"><li>• Student receives 50% extended time and extra breaks on all sections.</li><li>• Student must use the entire time for which they are approved.</li></ul>
EL – Math Only	1 Day	<ul style="list-style-type: none"><li>• Use for students required to take only the mathematics portion of the assessment. (e.g., students with limited English proficiency who are designated as a first year EL or level 1 EL in ISBE SIS).</li><li>• Students will only take the Math portion of the SAT.</li></ul>
Other		<ul style="list-style-type: none"><li>• All College Board Accommodations are also available as a State-Allowed Accommodations if needed.</li><li>• For students with disabilities, all requests should be submitted as a College Board Accommodation first so students receive college reportable scores.</li></ul>



---

# Prepare

A blue-tinted photograph of three students walking in a hallway. The student in the center is a young man with short dark hair, wearing a light-colored shirt and a backpack, looking towards the right. To his left is another young man, also in profile, looking forward. To his right is a young woman with long dark hair, wearing a light-colored shirt and a backpack, looking towards the right. The background is a brick wall.



# SSD Online Dashboard

## Managing Accommodations

- ✓ Access SSD online at: [www.collegeboard.org/ssdonline](http://www.collegeboard.org/ssdonline)
- ✓ Use the Dashboard to submit requests, monitor status, and print reports.

Dashboard

Helpful Links: [About the Process](#) | [Test Dates and Deadlines](#) | [SSD Forms](#) | [FAQ](#)

30 Students 25 per page ◀ ▶

Create Eligibility Roster Submit Accommodations Request

Create AP Nonstandard Administration Report >  
How to complete AP NARs >

Narrow by: AI Code ALL AI All Statuses All Accommodations All Dates Clear all Reload Enter Student Name or SSD Number

☐ Only show students with pending Applications \* Accommodations that were provided but not requested

Status	Student	Submitted	Received	Next SAT Registration
PROCESSING	<b>Doe, John (#0000000007)</b> OPTIONS Approved: Permission for food/medication Documentation: Received 1 Pages on 06 May 2009	04 Aug 2009	05 May 2009	14 Sep 2012
PROCESSING	<b>Gray, Macy (#0000000002)</b> OPTIONS Approved: Permission for food/medication	07 May 2009	03 May 2009	14 Jun 2012
PROCESSING	<b>Rubin, Andy (#0000000010)</b> OPTIONS Approved: Permission for food/medication Documentation: Received 1 Pages on 06 May 2009	02 Aug 2009	05 May 2009	14 Apr 2012
AWAITING INFORMATION	<b>Gibs, Joe (#0000000014)</b> OPTIONS Requested: Permission for food/medication	25 May 2009	05 May 2009	14 Apr 2012

# Review student needs

Use SSD Online to submit new accommodations requests and make changes to previously approved accommodations

The deadline to  
submit or change  
Accommodations  
Requests  
is

**February 19, 2018**

- Identify students who will be testing this year and confirm accommodations
  - Use the Dashboard to look students up, or
  - Print the Eligibility Roster. The Roster provides all students approved for accommodations at your school.
- For new students or students who need accommodations that have not yet been requested, submit a request in SSD Online.
- For students with previously approved accommodations, verify
  - The accommodations approved match the student's current identified IEP/504 accommodation needs.
  - The student information name, birth date, and graduation date are correct.
  - The student is receiving the testing accommodation(s) on school and district assessments
- For any students no longer at your school, notate the information on the eligibility roster. Fax the roster to (866) 360-0114 to have students removed from your Dashboard and reports.

# College Board Accommodations

The majority of students with a current Individualized Education Program (IEP) or 504 Plan will have those same accommodations automatically approved

- All accommodations requests will be submitted through the College Board SSD Online system.
- The entry of accommodations will go through one of two paths:
  - **School verification** – Most requests will be approved automatically through our school-verification system. The SSD Coordinator verifies that the student meets College Board eligibility criteria and the student has documentation on file (e.g. IEP or 504).
  - **Documentation Review** – Some requests require documentation such as extended time more than 100%, different types of assistive technology and software, large print test book sizes greater than 20 point font, and other special requests. These exceptions will require documentation for further clarification.

# Documentation Guidelines

Documentation should address:

- **What:** Provide the student's documented disability
- **How:** Describe the functional impact and degree of impact. The mere presence of a disability does not necessarily mean a student requires testing accommodations on College Board tests.
- **Why:** Show the need for the specific accommodation being requested.

- If requested, documentation that includes the following information is most helpful in the review process:
  - State the specific disability as diagnosed
  - Be current (varies based on disability/documentation)
  - Provide relevant educational, developmental and medical history
  - Describe the comprehensive testing techniques, if applicable
  - Describe the functional limitations
  - Describe the specific accommodations
  - Establish the professional credentials of the evaluator
- Send documentation that was used to make the determination even if out of date with any current information about the student. Please note that schools are not required to have students retested to support any documentation request.
- Any application can be resubmitted if not approved with additional documentation for consideration even if after the SSD submission deadline. The review period for re-submissions will follow the same turnaround time and may take up to 7 weeks.



---

# Using SSD Online to Submit New College Board Accommodations Requests

A blue-tinted photograph of three students in a hallway. A male student in the center is looking at a laptop held by a female student on the right. Another student is partially visible on the left. They are standing in front of a brick wall.



# Submitting a New Request in SSD Online

- Log in to [www.collegeboard.org/ssdonline](http://www.collegeboard.org/ssdonline)
- Click “Submit accommodation Request” in upper right corner.

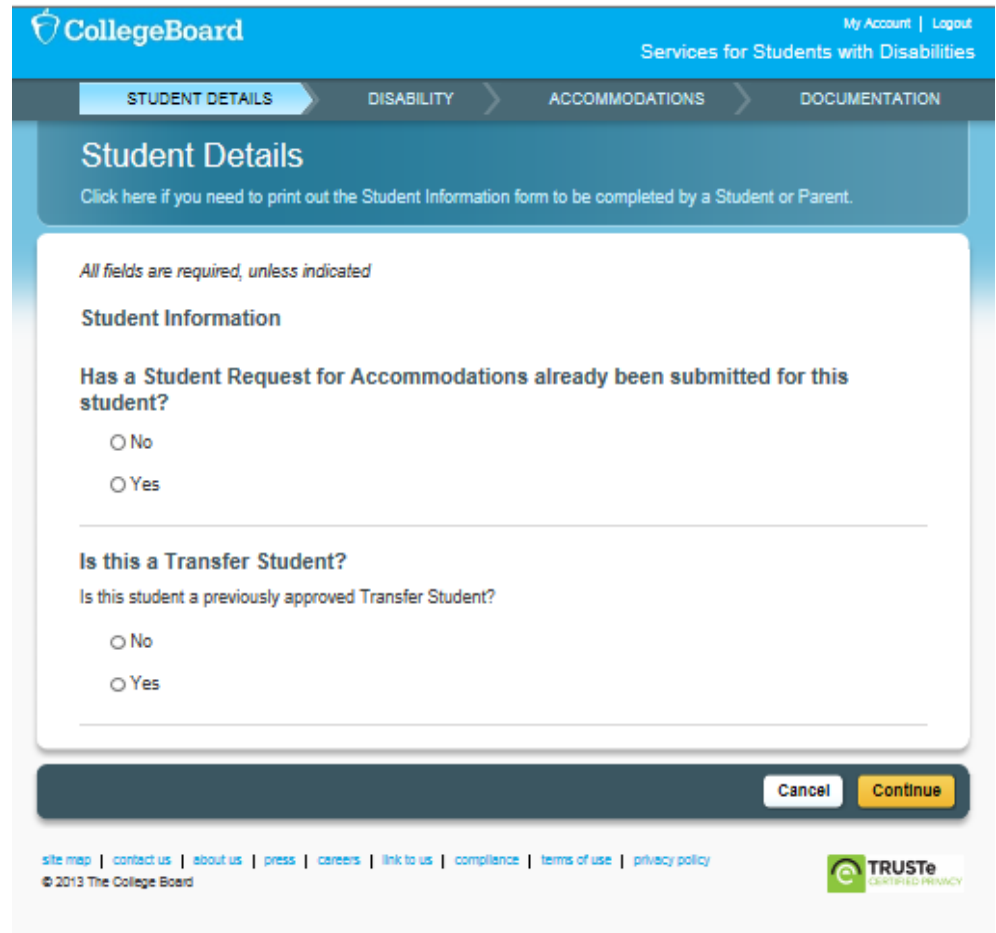


The screenshot shows the CollegeBoard SSD Online Dashboard. At the top, there's a blue header with the CollegeBoard logo and navigation links: "My Account | Logout" and "Services for Students with Disabilities". Below this is a "Dashboard" section with helpful links: "About the Process", "Test Dates and Deadlines", "SSD Forms", and "FAQ". The main content area shows "22 Students" with a "25 per page" dropdown and navigation arrows. Two buttons are visible: "Create Eligibility Roster" and "Submit Accommodations Request", with the latter circled in red. Below these buttons are links for "Create Nonstandard Administration Report" and "How to complete NARs". A "Narrow by:" section includes filters for "AI Code" (set to "ALL AI"), "All Statuses", "All Accommodations", and "All Dates", along with a "Clear all Reload" link and a search bar. A checkbox option "Only show students with pending Applications" is present. The main table lists student requests with columns for Status, Student, Submitted, Received, and Next SAT Registration. The table contains four entries, each with a status label (AWAITING INFORMATION or IN-REVIEW), student name and ID, requested accommodations, documentation received date, and submission/receipt dates.

Status	Student	Submitted	Received	Next SAT Registration
AWAITING INFORMATION	<b>, Tipenro (#0007025228)</b> <small>OPTIONS</small> Requested: Writing Greater than +100%, Listening +100% (double time), Mathematical Calculations +100% (double time), Large Print Test Book Documentation: Received 5 Pages on 13 Sep 2016	13 Sep 2016		
IN-REVIEW	<b>Fisher, Externalreavc (#0007025217)</b> <small>OPTIONS</small> Requested: Preferential seating, Reading +50% (time and 1/2), Enlarged (Large Block) answer sheet (No bubbles/not scanned), Mathematical Calculations +100% (double time), 4-Function Calculator, Extra Breaks Between Test Sections Documentation: Received 2 Pages on 19 Oct 2016	19 Oct 2016	19 Oct 2016	
IN-REVIEW	<b>Kompella, KThree (#0007025137)</b> <small>OPTIONS</small> Requested: Reading +100% (double time), Writing +50% (time and 1/2), Small group setting, Preferential seating Documentation: Received 1 Pages on 05 Oct 2016	05 Oct 2016	05 Oct 2016	
IN-REVIEW	<b>Speedrik, Sparklisk (#0007024529)</b> <small>OPTIONS</small> Requested: Reading Greater than +100%, Writing +50% (time and 1/2), Speaking Greater than +100%, Mathematical Calculations +100% (double time) Documentation: Received 3 Pages on 04 Apr 2016	04 Apr 2016	04 Apr 2016	

# Submitting a New Request in SSD Online

- Confirm whether an accommodations request has been submitted previously for the student.



The screenshot shows the 'Student Details' section of the CollegeBoard SSD Online interface. The top navigation bar includes the CollegeBoard logo, 'My Account | Logout', and 'Services for Students with Disabilities'. Below this is a tabbed interface with 'STUDENT DETAILS' selected, followed by 'DISABILITY', 'ACCOMMODATIONS', and 'DOCUMENTATION'. The 'Student Details' section has a sub-header and a link to print the form. The form itself contains two questions with radio button options. The first question asks if a request for accommodations has been submitted previously, with 'No' and 'Yes' options. The second question asks if the student is a transfer student, also with 'No' and 'Yes' options. At the bottom of the form are 'Cancel' and 'Continue' buttons. The footer contains links for site map, contact us, about us, press, careers, link to us, compliance, terms of use, and privacy policy, along with the copyright notice '© 2013 The College Board' and a TRUSTe privacy seal.

CollegeBoard My Account | Logout  
Services for Students with Disabilities

STUDENT DETAILS DISABILITY ACCOMMODATIONS DOCUMENTATION

**Student Details**  
Click here if you need to print out the Student Information form to be completed by a Student or Parent.

*All fields are required, unless indicated*

**Student Information**

**Has a Student Request for Accommodations already been submitted for this student?**


☐ No  
☐ Yes

**Is this a Transfer Student?**  
Is this student a previously approved Transfer Student?

☐ No  
☐ Yes

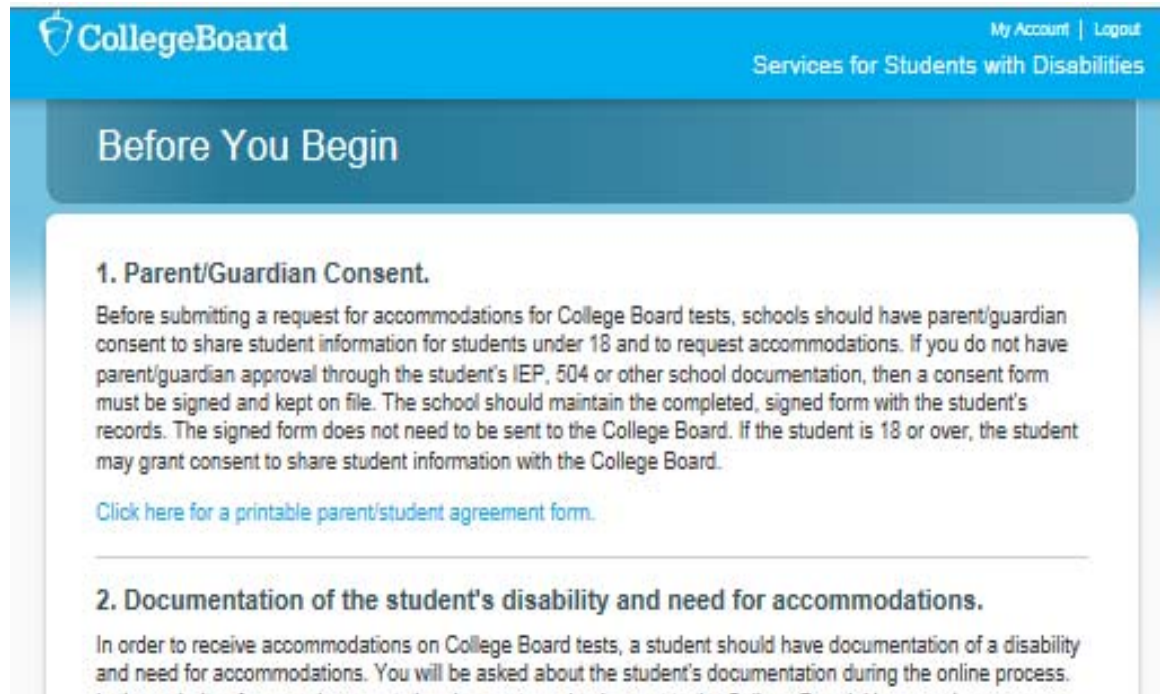
Cancel Continue

[site map](#) | [contact us](#) | [about us](#) | [press](#) | [careers](#) | [link to us](#) | [compliance](#) | [terms of use](#) | [privacy policy](#)  
© 2013 The College Board

 **TRUSTe**  
CERTIFIED PRIVACY

# Submitting a New Request in SSD Online

- Confirm parental consent.  
Verification of consent to share information for students under 18 will be requested during the online process. Required for review. Follow your district's policy regarding obtaining parent consent to share student information regarding the need for testing accommodations with test vendors. Some districts include parent consent as part of the annual IEP/504 review process or will allow consent to be documented via email or phone, others require parents to sign a separate consent form specific to testing accommodations.



The screenshot shows the 'Before You Begin' page on the CollegeBoard SSD Online portal. The page has a blue header with the CollegeBoard logo and 'Services for Students with Disabilities'. The main content area is white with a blue header 'Before You Begin'. It contains two sections: '1. Parent/Guardian Consent.' and '2. Documentation of the student's disability and need for accommodations.'.

CollegeBoard

My Account | Logout

Services for Students with Disabilities

## Before You Begin

### 1. Parent/Guardian Consent.

Before submitting a request for accommodations for College Board tests, schools should have parent/guardian consent to share student information for students under 18 and to request accommodations. If you do not have parent/guardian approval through the student's IEP, 504 or other school documentation, then a consent form must be signed and kept on file. The school should maintain the completed, signed form with the student's records. The signed form does not need to be sent to the College Board. If the student is 18 or over, the student may grant consent to share student information with the College Board.

[Click here for a printable parent/student agreement form.](#)

### 2. Documentation of the student's disability and need for accommodations.

In order to receive accommodations on College Board tests, a student should have documentation of a disability and need for accommodations. You will be asked about the student's documentation during the online process.

# Submitting a New Request in SSD Online

- Enter basic student information. You will need to have the student's:
  - First and Last Name (must be the same as in your school's student information system)
  - Date of Birth
  - Expected high school graduation month & year
  - Gender
  - Mailing address and phone number

A screenshot of the CollegeBoard SSD Online "Student Information" form. The form is titled "Student Information" and includes a link to print the form. It is divided into sections: "Basic Information" and "Mailing Address". The "Basic Information" section includes fields for First Name, Middle Initial (optional), Last Name, Email (optional), Date of Birth (Month/Day/Year), Expected High School Graduation Date (Month/Year), Gender (Male/Female), Soc Sec # (optional), and Current School (dropdown). The "Mailing Address" section includes radio buttons for "USA, including its territories & Puerto Rico" (selected) and "Outside of USA", followed by fields for Street1, Street2, City, State (dropdown, currently set to "NONE"), Zip / Post Code, and Home Phone. At the bottom, there is a "Next Intended College Board Test" section with a dropdown for "Test" (set to "Please Select") and a dropdown for "Date" (Month/Year). The form has a blue header with the CollegeBoard logo and navigation tabs for "STUDENT DETAILS", "DISABILITY", "ACCOMMODATIONS", and "DOCUMENTATION". The footer contains "Cancel", "Save & Exit", and "Save & Continue" buttons.

# Submitting a New Request in SSD Online

- Answer questions about the student's disability.

The screenshot shows the 'Confirm Selected Disabilities' page. It features a table with two columns: 'Disability' and 'Time Period First Occurred'. Two disabilities are listed: 'Attention-Deficit/Hyperactivity Disorder, Combined Type' and 'Generalized Anxiety Disorder'. For each, there are radio buttons for 'Within the past 4 school months' (selected) and 'Longer than 4 school months ago'. At the bottom, there are buttons for 'Cancel', 'Save & Exit', and 'Save & Continue'.

Disability	Time Period First Occurred
Attention-Deficit/Hyperactivity Disorder, Combined Type	<input checked="" type="radio"/> Within the past 4 school months <input type="radio"/> Longer than 4 school months ago
Generalized Anxiety Disorder	<input checked="" type="radio"/> Within the past 4 school months <input type="radio"/> Longer than 4 school months ago

[Select Another Disability](#)

[Cancel](#) [Save & Exit](#) [Save & Continue](#)

The screenshot shows the 'Student Disability' page. It has a navigation bar with 'STUDENT DETAILS', 'DISABILITY' (active), 'ACCOMMODATIONS', and 'DOCUMENTATION'. The page title is 'Student Disability'. Below the title, it says 'Please indicate the student's diagnosed disability. Check all that apply. You may view disabilities by category or alphabetically. If the student's disability is not listed, use "Other".' There are two tabs: 'By Category' (active) and 'Alphabetical Listing'. A yellow box shows 'Selected Disabilities: Attention-Deficit/Hyperactivity Disorder, Combined Type; Generalized Anxiety Disorder'. Below this, there are expandable sections for various disability categories. The 'AD/HD (1 selected)' section is expanded, showing three options, with the first one selected. The 'Psychiatric (1 selected)' section is also expanded, showing five options, with the first one selected.

**Selected Disabilities:** Attention-Deficit/Hyperactivity Disorder, Combined Type; Generalized Anxiety Disorder

[Expand All Sections](#) | [Collapse All Sections](#)

**Learning Disorder**

**AD/HD (1 selected)**

- ☒ Attention-Deficit/Hyperactivity Disorder, Combined Type
- ☐ Attention-Deficit/Hyperactivity Disorder, Predominantly Inattentive Type (ADD)
- ☐ Attention-Deficit/Hyperactivity Disorder, Predominantly Impulsive/Hyperactive Type

**Hearing**

**Autism Spectrum Disorders**

**Visual**

**Physical/Medical**

**Communication Disorder/Speech and Language**

**Intellectual Disability**

**Psychiatric (1 selected)**

- ☒ Generalized Anxiety Disorder
- ☐ Panic Disorder
- ☐ Post-Traumatic Stress Disorder
- ☐ Depression/Depressive Disorder
- ☐ Bipolar Disorder

# Submitting a New Request in SSD Online

- Confirm disability and timeframe.

The screenshot shows the 'Confirm Selected Disabilities' page in the CollegeBoard SSD Online system. The page has a blue header with the CollegeBoard logo and navigation links for 'My Account' and 'Logout'. Below the header, there are four tabs: 'STUDENT DETAILS', 'DISABILITY' (which is active), 'ACCOMMODATIONS', and 'DOCUMENTATION'. The main heading is 'Confirm Selected Disabilities', followed by a subheading: 'You selected the following disabilities. Please confirm your selection and indicate the timing when the disability first occurred.'

Disability	Time Period First Occurred
Attention-Deficit/Hyperactivity Disorder, Combined Type	<input checked="" type="radio"/> Within the past 4 school months <input type="radio"/> Longer than 4 school months ago
Generalized Anxiety Disorder	<input checked="" type="radio"/> Within the past 4 school months <input type="radio"/> Longer than 4 school months ago

Below the table is a button labeled 'Select Another Disability'. At the bottom of the page, there are three buttons: 'Cancel', 'Save & Exit', and 'Save & Continue'. The footer contains links for 'site map', 'contact us', 'about us', 'press', 'careers', 'link to us', 'compliance', 'terms of use', and 'privacy policy', along with the copyright notice 'Copyright © 2013 collegeboard.com, Inc.' and the TRUSTe logo.



# Submitting a New Request in SSD Online

- Answer questions about requested accommodations.

The screenshot shows the 'Select Accommodations' page in the CollegeBoard SSD Online system. The page has a blue header with the CollegeBoard logo and 'Services for Students with Disabilities'. Below the header is a navigation bar with tabs: 'STUDENT DETAILS', 'DISABILITY', 'ACCOMMODATIONS' (which is highlighted), and 'DOCUMENTATION'. The main content area is titled 'Select Accommodations' and includes a instruction: 'Please indicate the accommodations that the student needs for College Board tests. Do not include accommodations that the student uses in school if they are not needed for College Board tests.' Below this, there is a yellow box stating 'Selected Accommodation: (none)'. There are links for 'Expand All Sections' and 'Collapse All Sections', and a link to 'Click to view Accommodation Details'. A list of accommodation categories is shown with expandable sections: 'Extended Time', 'Reading / Seeing Text', 'Recording Answers', 'Extra / Extended Breaks', 'Modified Setting', 'Other', and a section for additional comments. At the bottom, there are three buttons: 'Cancel', 'Save & Exit', and 'Save & Continue'.



The screenshot shows the 'Student Accommodations' page in the CollegeBoard SSD Online system. The page has a blue header with the CollegeBoard logo and 'Services for Students with Disabilities'. Below the header is a navigation bar with tabs: 'STUDENT DETAILS', 'DISABILITY', 'ACCOMMODATIONS' (which is highlighted), and 'DOCUMENTATION'. The main content area is titled 'Student Accommodations' and includes a instruction: 'Please select only the accommodations that you are requesting on College Board tests, rather than all the accommodations that the student currently gets at the school.' Below this, there is a yellow box stating 'Selected Accommodation: Reading Extra Time: +50%; Written Language Expression: +50%; Extra Breaks'. There are links for 'Expand All Sections' and 'Collapse All Sections', and a link to 'Click to view Accommodation Details'. The page shows two sections of selected accommodations: 'Extended Time (2 selected)' and 'Extra / Extended Breaks (1 selected)'. The 'Extended Time' section includes a table with columns for 'Test Section', '+50% (time & 1/2)', '+100% (double time)', and 'Greater than +100%'. The 'Extra / Extended Breaks' section includes a list of options: 'Extra Breaks', 'Extended Breaks', and 'Breaks As Needed'. At the bottom, there is a link to 'Why Can't I Select this?'.

Test Section	+50% (time & 1/2)	+100% (double time)	Greater than +100%
Reading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Language Expression	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathematical Calculations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Listening (Foreign language and music test only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Speaking (Foreign language test only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Submitting a New Request in SSD Online

- Confirm accommodations.  
(New process as of January 2017)

The screenshot shows the 'Confirm Selected Accommodations' page in the CollegeBoard SSD Online system. The page has a blue header with the CollegeBoard logo and navigation links: 'My Account | Logout' and 'Services for Students with Disabilities'. Below the header is a navigation bar with four tabs: 'STUDENT DETAILS', 'DISABILITY', 'ACCOMMODATIONS' (which is highlighted), and 'DOCUMENTATION'. The main heading is 'Confirm Selected Accommodations'. Below this is a sub-heading: 'You selected the following accommodations. Please confirm your selection(s) and indicate if the Student is currently receiving the accommodations on school tests and whether the accommodations are part of a current IEP, 504, or formal plan.' The form contains two sections: 'Enlarged (Large Block) answer sheet (No bubbles/not scanned)' and 'Extended Breaks'. Each section has two columns of questions with radio button options. For 'Enlarged (Large Block) answer sheet', the questions are 'Is the Student currently receiving this accommodation for school tests?' and 'If the Student has a current IEP, 504, or formal plan, does it include this accommodation?'. For 'Extended Breaks', the questions are 'Is the Student currently receiving this accommodation for school tests?' and 'If the Student has a current IEP, 504, or formal plan, does it include this accommodation?'. Each question has two options: 'Yes' and 'No (Documentation required)'. At the bottom of the form is a button labeled 'Select Another Accommodation'. Below the form is a dark blue bar with three buttons: 'Cancel', 'Save & Exit', and 'Save & Continue'. At the very bottom of the page is a footer with links: 'site map | contact us | about us | press | careers | link to us | compliance | terms of use | privacy policy', the copyright notice 'Copyright © 2013 collegeboard.com, inc', and the TRUSTe logo with the text 'TRUSTe CERTIFIED PRIVACY'.

CollegeBoard

My Account | Logout  
Services for Students with Disabilities

STUDENT DETAILS DISABILITY ACCOMMODATIONS DOCUMENTATION

### Confirm Selected Accommodations

You selected the following accommodations. Please confirm your selection(s) and indicate if the Student is currently receiving the accommodations on school tests and whether the accommodations are part of a current IEP, 504, or formal plan.

Accommodation	
<b>Enlarged (Large Block) answer sheet (No bubbles/not scanned)</b>	
<b>Is the Student currently receiving this accommodation for school tests?</b>	<b>If the Student has a current IEP, 504, or formal plan, does it include this accommodation?</b>
<input type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No (Documentation required)	<input type="radio"/> No (Documentation required)
<b>Extended Breaks</b>	
<b>Is the Student currently receiving this accommodation for school tests?</b>	<b>If the Student has a current IEP, 504, or formal plan, does it include this accommodation?</b>
<input type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No (Documentation required)	<input type="radio"/> No (Documentation required)

Select Another Accommodation

Cancel Save & Exit Save & Continue

site map | contact us | about us | press | careers | link to us | compliance | terms of use | privacy policy  
Copyright © 2013 collegeboard.com, inc

TRUSTe  
CERTIFIED PRIVACY



# Submitting a New Request in SSD Online

- Answer questions about the student's plan and documentation

CollegeBoard Services for Students with Disabilities

STUDENT DETAILS > DISABILITY > ACCOMMODATIONS > DOCUMENTATION

### Documentation

In order to be eligible for accommodations on College Board tests, a student must have documentation of a disability and need for accommodations. Documentation requirements may vary depending on the student's specific disability and requested accommodations. In some cases, you will need to send the documentation to the College Board for review. Your answers to the following questions will help us to determine what document is most helpful for this student, and whether the documentation needs to be reviewed by the College Board.

#### Evaluation Testing Verification

Please indicate if your school records contain one or more of the following tests/evaluations for the student. Requests for verification of documentation will differ depending on the student's disability and requested accommodations. In some cases, the tests/evaluations listed below may provide similar types of information, and therefore not all tests/evaluations listed may be needed. See [Documentation guidelines](#).

1 Was a Psychiatric Evaluation conducted?

☐ Yes, a test was conducted

☒ No, a test has not been conducted (Documentation may be required)

2 Was a Psychiatric Update conducted within the last 12 months?

☐ Yes, a test was conducted

☒ No, a test has not been conducted (Documentation may be required)

Cancel Save & Exit Save & Continue



CollegeBoard Services for Students with Disabilities

STUDENT DETAILS > DISABILITY > ACCOMMODATIONS > DOCUMENTATION

### School Plan

Does the student currently have a formal education plan in place that was approved by the school, such as an IEP, 504 Plan, or other formal written plan?

☒ Yes, a current formal education plan is approved for the student.

Please indicate the type of program:

Please provide your best estimate of the date that the INITIAL (first ever) plan went into effect for the student, **EVEN IF AT ANOTHER SCHOOL**. (NOTE: Estimate the approximate date of the student's FIRST plan, NOT current plan. For example, if this is the student's triennial evaluation, the student has had the plan in place for approximately 3 years. If this is a new student at your school, but the student had an IEP or 504 plan at the previous school, use the date of the prior school's plan).

☐ I know the specific date:  /

☐ I am not sure of the date, but it was within the last 4 school months - **Documentation Required**

☐ I don't know / remember the specific date, or it was more than 4 school months ago

☐ No, a current formal education plan is not currently approved for the student (Documentation required).

Cancel Save & Exit Save & Continue

# Submitting a New Request in SSD Online

- Most requests will be approved automatically through our school-verification system. Based on the information provided by the SSD Coordinator, the system will identify “No Documentation is Required”.

CollegeBoard

My Account | Logout

Services for Students with Disabilities

Your Accommodation Request Is Ready to Submit

In order for us to determine if the requested accommodations are appropriate, you will need to provide documentation of the student's disability and need for accommodations. Based on the student's disability and requested accommodations, the documentation listed below will best assist in determining whether the student is eligible for the requested accommodations. This is not an exclusive list. Please send any additional documentation that you believe will assist us in determining the student's need for accommodations.

Requested Documentation

No Documentation is Required

Student Information

Please confirm the information below and make any changes prior to your final submission. When you are ready click the Submit button at the bottom of the page.

<div>BASIC INFORMATION</div> <div>Name: John Doe</div> <div>Date of Birth: Jan 1, 1997</div> <div>Expected High School Graduation Date: Jun, 2016</div> <div>Gender: Male</div> <div>Edit</div>	<div>MAILING ADDRESS</div> <div>1425 Lower Ferry Rd</div> <div>Ewing, NJ 08618, US</div> <div>Home Phone: (222)111-5555</div> <div>Email:</div>	<div>SCHOOL INFORMATION</div> <div>High School Code: 311262</div> <div>High School Name: ETS HIGH SCHOOL/MARGO MERIWETHER</div> <div>SCHOOL ADDRESS</div> <div>Rosedale Road</div> <div>Princeton, NJ 08541, US</div>
---	---	---

Selected Disability

Disorder of Written Expression, Central Auditory Processing, Convergence Insufficiency

Edit

Selected Accommodation

Extra / Extended Breaks: Extra Breaks Between Test Sections

Edit

# Submitting a New Request in SSD Online

- In some cases, you may be prompted to provide additional documentation.
- When requesting documentation, the system will provide examples of the types of documentation requested. The suggested documentation examples will be based on the type of disability and accommodation being requested.
- Documentation should address:
  - **What:** Documentation of the student's disability
  - **How:** A description of the type and degree of functional impact. The mere presence of a disability does not necessarily mean a student requires testing accommodations on College Board tests.
  - **Why:** Show the need for the specific accommodation being requested.



CollegeBoard My Account | Logout  
Services for Students with Disabilities

## Your Accommodation Request Is Ready to Submit

**DOCUMENTATION NEEDED.** In order for us to determine if the requested accommodations are appropriate, you will need to fax, mail or upload documentation of the student's need for accommodations. Documentation should demonstrate the student's disability, impact of the disability on College Board tests, and need for the specific accommodations that are requested. Based on the student's disability and requested accommodations, the documentation listed below is recommended. We recognize that you may have other forms of documentation that may also be helpful. If you do not have the documentation that is suggested, or if you have other documentation that you believe will assist us in determining the student's need for accommodations, other types of documentation may be substituted or added. Please see [collegeboard.org/ssd](https://collegeboard.org/ssd) for additional information regarding documentation.

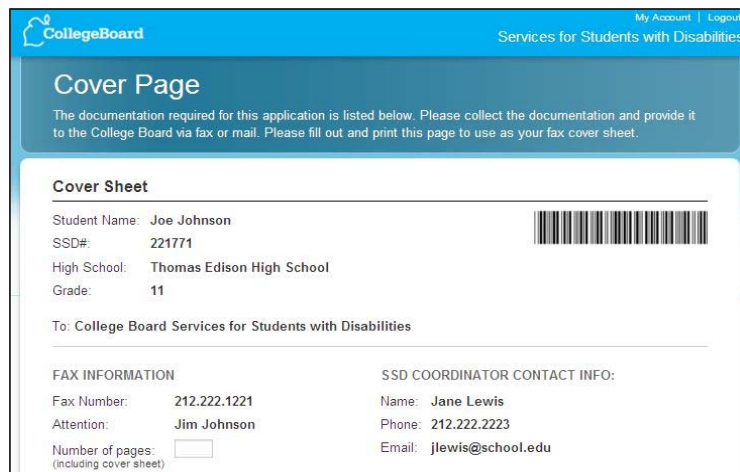
### Recommended Documentation (Please read above, not all examples noted are required.)

- 1 Cognitive Ability** (Commonly used tests that measure cognitive abilities)  
Cognitive ability tests should be comprehensive, individually administered, standardized and norm-referenced assessments of general intellectual ability as well as specific cognitive domains or processes. They measure abilities such as abstract reasoning, visual processing, general knowledge, memory and attention, information processing, and processing speed. Abbreviated or brief measures (i.e., WJAB, KBIT-2, etc.) are not comprehensive diagnostic assessments and, without an additional battery of tests are not sufficient to evaluate cognitive ability. Please provide scaled and/or standard scores for each administered subtest, composite/cluster scores, and an overall measure of general intellectual ability.  
[Why is this recommended?](#)
- 2 Academic Achievement** (Commonly used tests that measure academic achievement)  
Achievement tests should be individually administered, nationally-normed, comprehensive assessments of academic achievement. They measure academic functioning in areas such as reading, math and written expression. Abbreviated academic measures (i.e., WRAT-4, etc.) are not comprehensive diagnostic assessments and, without an additional battery of tests are not sufficient to evaluate a disability. Please provide standard scores for all academic subtests, as well as the written report. Age or grade equivalents, ranges, percentiles or RPI scores are not sufficient.  
[Why is this recommended?](#)
- 3 Psychiatric Evaluation**  
For psychiatric disabilities, documentation should show that a comprehensive assessment was conducted to arrive at the diagnosis and to determine the need for the requested accommodation(s). Documentation should include a history, the nature and severity of symptoms, summary of assessment procedures and evaluation instruments used to make the diagnosis, a narrative summary of the evaluation results, treatment and medication (past and current) as well as a rationale for each accommodation recommended by the evaluator. A qualitative description of how your disability impacts your academic functioning, specifically its functional impact on your ability to take College Board tests, should be included. In most cases, a medical note is not sufficient and cannot serve as a substitute for the comprehensive testing.  
[Why is this recommended?](#)
- 4 Psychiatric Update within one year**  
For psychiatric disabilities, an annual evaluation update should be done within 12 months of the request for accommodations, describing the current manifestation of your disability and the effect that it has on your academic functioning and ability to participate in standardized tests.  
[Why is this recommended?](#)
- 5 Teacher Observations**  
Teacher observations regarding the impact of the student's disability in school and the student's use of accommodations for school-based tests (Teacher survey form may be used).  
[Why is this recommended?](#)

[Print Documentation Checklist](#)

# Submitting a New Request in SSD Online

- Submit documentation if requested (upload to SSD Online, fax, or mail).
- You will receive an e-mail notification once a decision has been made; log in to SSD Online to view the decision letter.



The screenshot shows the 'Cover Page' of the SSD Online application. It includes a 'Cover Sheet' section with student information: Student Name: Joe Johnson, SSD#: 221771, High School: Thomas Edison High School, Grade: 11. It also includes contact information for the SSD Coordinator: Jane Lewis, Phone: 212.222.2223, Email: jlewis@school.edu. A 'FAX INFORMATION' section lists the fax number 212.222.1221. A 'Check to confirm' checkbox is present. A 'Print' button is at the bottom left.

CollegeBoard Services for Students with Disabilities

My Account | Logout

### Cover Page

The documentation required for this application is listed below. Please collect the documentation and provide it to the College Board via fax or mail. Please fill out and print this page to use as your fax cover sheet.

#### Cover Sheet

Student Name: Joe Johnson  
SSD#: 221771  
High School: Thomas Edison High School  
Grade: 11

To: College Board Services for Students with Disabilities

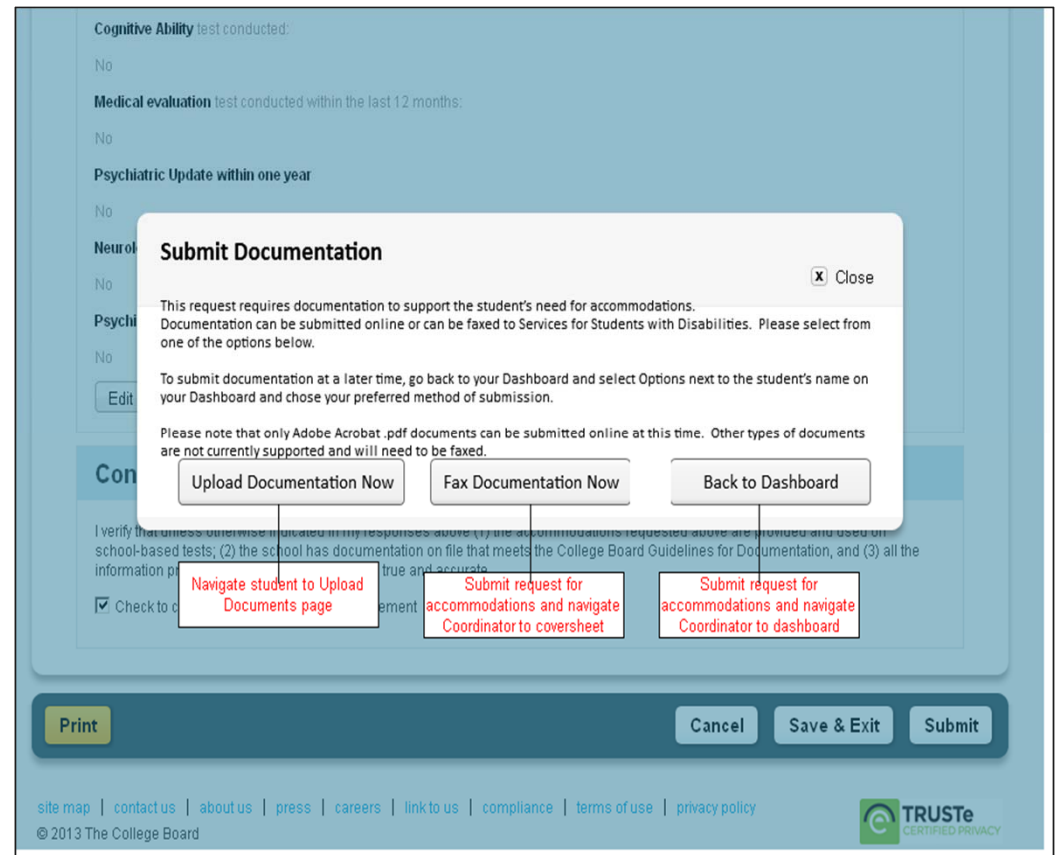
FAX INFORMATION: Fax Number: 212.222.1221

SSD COORDINATOR CONTACT INFO: Name: Jane Lewis, Phone: 212.222.2223, Email: jlewis@school.edu

Number of pages: (including cover sheet)

Check to confirm

Print



The screenshot shows a 'Submit Documentation' modal window. It contains instructions on how to submit documentation (online or by fax) and a note that only Adobe Acrobat .pdf documents can be submitted online. Three buttons are visible: 'Upload Documentation Now', 'Fax Documentation Now', and 'Back to Dashboard'. Red annotations with arrows point to these buttons, providing specific instructions for each.

Cognitive Ability test conducted:

No

Medical evaluation test conducted within the last 12 months:

No

Psychiatric Update within one year

No

Neuro

No

Psych

No

Edit

### Submit Documentation

This request requires documentation to support the student's need for accommodations. Documentation can be submitted online or can be faxed to Services for Students with Disabilities. Please select from one of the options below.

To submit documentation at a later time, go back to your Dashboard and select Options next to the student's name on your Dashboard and chose your preferred method of submission.

Please note that only Adobe Acrobat .pdf documents can be submitted online at this time. Other types of documents are not currently supported and will need to be faxed.

Upload Documentation Now Fax Documentation Now Back to Dashboard

Verify that unless otherwise indicated in my responses above, (1) all accommodations requested above are provided and used on school-based tests; (2) the school has documentation on file that meets the College Board Guidelines for Documentation, and (3) all the information provided is true and accurate.

Check to confirm

Navigate student to Upload Documents page

Submit request for accommodations and navigate Coordinator to coversheet

Submit request for accommodations and navigate Coordinator to dashboard

Print Cancel Save & Exit Submit

site map | contact us | about us | press | careers | link to us | compliance | terms of use | privacy policy

© 2013 The College Board

TRUSTe CERTIFIED PRIVACY



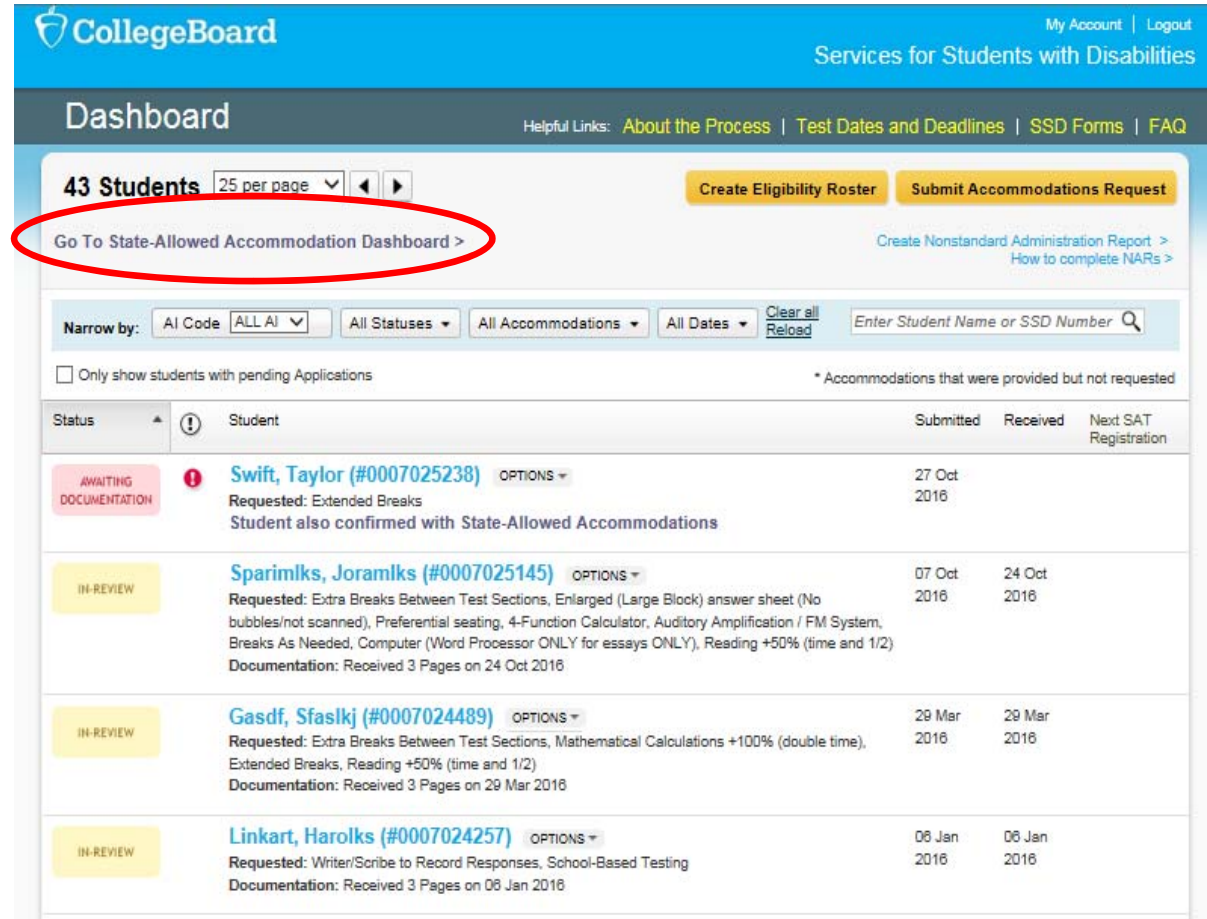
The background of the slide features a photograph of three students in a hallway. A male student in the center is looking towards the right, while a female student to his right is looking down. Another student is partially visible on the left. The entire image is covered with a semi-transparent blue overlay. A white horizontal line is positioned above the text.

# Using SSD Online to Submit New State Allowed Accommodations Requests



# Submitting a SAA Request in SSD Online

- Go to the SSD Online Dashboard  
Click link in upper left corner to access the SAA Dashboard.
- SAA Dashboard opens mid-January



The screenshot shows the CollegeBoard SSD Online Dashboard. At the top, the CollegeBoard logo is on the left, and "My Account | Logout" and "Services for Students with Disabilities" are on the right. Below the header, the word "Dashboard" is centered. To the right of "Dashboard" are links: "Helpful Links: About the Process | Test Dates and Deadlines | SSD Forms | FAQ". Below this, it says "43 Students" with a "25 per page" dropdown and navigation arrows. A red circle highlights the link "Go To State-Allowed Accommodation Dashboard >". To the right of this link are two buttons: "Create Eligibility Roster" and "Submit Accommodations Request". Further right is a link "Create Nonstandard Administration Report > How to complete NARs >". Below these links is a "Narrow by:" section with dropdowns for "AI Code" (set to "ALL AI"), "All Statuses", "All Accommodations", and "All Dates", along with a "Clear all Reload" button and a search bar "Enter Student Name or SSD Number". A checkbox "Only show students with pending Applications" is also present. Below this is a table with columns: "Status", "Student", "Submitted", "Received", and "Next SAT Registration". The table contains four rows of student data.

Status	Student	Submitted	Received	Next SAT Registration
AWAITING DOCUMENTATION	<b>Swift, Taylor (#0007025238)</b> <small>OPTIONS</small> Requested: Extended Breaks Student also confirmed with State-Allowed Accommodations	27 Oct 2016		
IN-REVIEW	<b>Sparimlks, Joramlks (#0007025145)</b> <small>OPTIONS</small> Requested: Extra Breaks Between Test Sections, Enlarged (Large Block) answer sheet (No bubbles/not scanned), Preferential seating, 4-Function Calculator, Auditory Amplification / FM System, Breaks As Needed, Computer (Word Processor ONLY for essays ONLY), Reading +50% (time and 1/2) Documentation: Received 3 Pages on 24 Oct 2016	07 Oct 2016	24 Oct 2016	
IN-REVIEW	<b>Gasdf, Sfaslkj (#0007024489)</b> <small>OPTIONS</small> Requested: Extra Breaks Between Test Sections, Mathematical Calculations +100% (double time), Extended Breaks, Reading +50% (time and 1/2) Documentation: Received 3 Pages on 29 Mar 2016	29 Mar 2016	29 Mar 2016	
IN-REVIEW	<b>Linkart, Harolks (#0007024257)</b> <small>OPTIONS</small> Requested: Writer/Scribe to Record Responses, School-Based Testing Documentation: Received 3 Pages on 08 Jan 2016	08 Jan 2016	08 Jan 2016	

# Submitting a SAA Request in SSD Online

- The State-Allowed Dashboard is clearly marked to remind users these scores are not college reportable.

CollegeBoard

My Account | Logout

Services for Students with Disabilities

SAA Dashboard

Helpful Links: | [Consent Form](#) | [FAQ](#)

State-Allowed Accommodations > Terms and Conditions

The use of State-Allowed Accommodations will result in scores that are not college reportable and are not eligible for scholarship submissions. They are available only to serve a few students who are receiving accommodations that do not qualify under the college reportable guidelines. Please use ONLY if a student requires accommodations or supports that are not available for college reportable scores. For more information, go to the College Board services for [Students with Disabilities website](#).

*I understand that students using State-Accommodations will receive scores that are not college reportable.*

☐ Check to confirm the terms and conditions above

**IMPORTANT NOTES**

- State -Allowed Accommodations are available ONLY for the specific administration for which they are requested and confirmed. If a student requires accommodations for future test administrations, they will need to request accommodations through the College Board accommodations request process.
- Before submitting a request for state-allowed accommodations, schools should have parent/guardian consent to share student information with the College Board for students under 18 and to request state allowed accommodations. If the student is 18 or over, the student may grant consent to share student information with the College Board. If you do not have parent/guardian approval through the student's IEP, 504, EL or other school documentation, we provide this [Consent Form for State-Allowed Accommodations](#). The school should maintain the completed, signed form with the student's records. The signed form does not need to be sent to the College Board.
- Schools should confirm that students/parents understand that students using State-Accommodations will receive scores that will not be eligible for college admissions or scholarship opportunities.

Cancel

Continue

# Submitting a SAA Request in SSD Online

- Enter basic student information.  
You will need to have the student's:
  - First and Last Name (must be the same as in your school's student information system)
  - Date of Birth
  - Expected high school graduation month & year
  - Gender
  - Mailing address and phone number

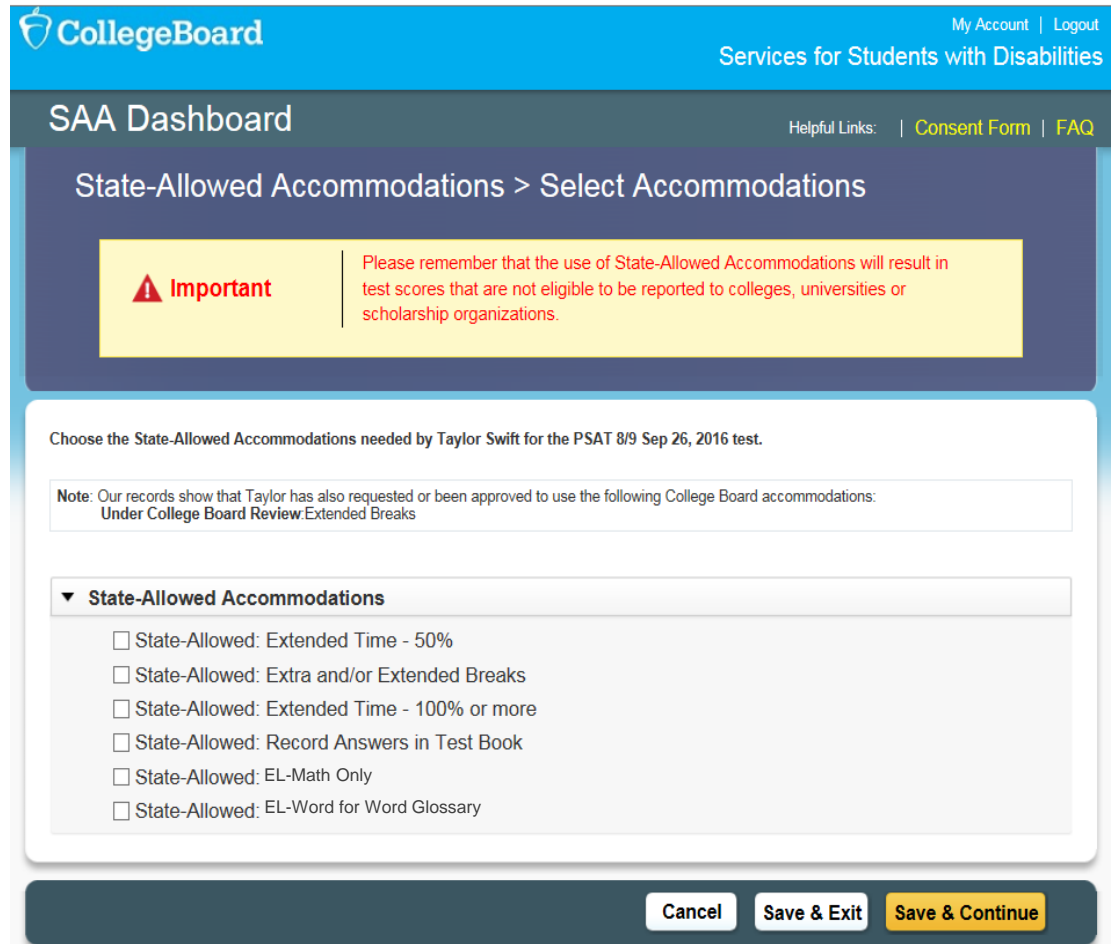


The screenshot displays the CollegeBoard SAA Dashboard. At the top, there's a blue header with the CollegeBoard logo, "My Account | Logout", and "Services for Students with Disabilities". Below this is a dark blue bar with "SAA Dashboard" and "Helpful Links: | Consent Form | FAQ". The main content area is titled "State-Allowed Accommodations > Student Information". It features two yellow boxes: an "Important" box with a warning icon stating that SAA use affects test score reporting, and a "Notice" box with an information icon listing tests for which SAA are arranged: PSAT NMSQT - Oct 15, 2016 - Grade ( 10 ), PSAT NMSQT - Oct 15, 2016 - Grade ( 9, 8 ), PSAT 8/9 - Sep 26, 2016 - Grade ( 9 ), and PSAT NMSQT - Oct 15, 2016 - Grade ( 11, 10, 9 ). Below these is a section titled "Please complete the fields below; using the student information as it appears in the student's school records. All fields are required unless indicated." followed by the "Basic Information" form. This form includes fields for First Name, Middle Initial (optional), Last Name, Email (optional), Date of Birth (Month/Day/Year), Expected High School Graduation Date (Month/Year), Gender (Male/Female), Soc Sec # (optional), Current School (WHEATLAND UNION HIGH SCHOOL(053750)), and Test Admin (PSAT 8/9 - Sep 26, 2016 - Grade ( 9 )). Below the basic information is the "Mailing Address" section, which includes radio buttons for "USA, including its territories & Puerto Rico" (selected) and "Outside of USA", and fields for Street1, Street2, City, State (dropdown menu showing NONE), and Zip / Post Code. At the bottom of the form are three buttons: "Cancel", "Save & Exit", and "Save & Continue".



## Submitting a SAA Request in SSD Online

- Select the accommodation being requested. The list of accommodations will be specific to those approved by the state.
- If a student has been approved for a College Board Accommodation, it will also be displayed here.



The screenshot shows the CollegeBoard SAA Dashboard. At the top, there's a blue header with the CollegeBoard logo and links for 'My Account' and 'Logout'. Below this is a dark blue bar with 'SAA Dashboard' and 'Services for Students with Disabilities'. A 'Helpful Links' section includes 'Consent Form' and 'FAQ'. The main content area is titled 'State-Allowed Accommodations > Select Accommodations'. A yellow warning box with a red triangle icon states: 'Important: Please remember that the use of State-Allowed Accommodations will result in test scores that are not eligible to be reported to colleges, universities or scholarship organizations.' Below this, a prompt asks to 'Choose the State-Allowed Accommodations needed by Taylor Swift for the PSAT 8/9 Sep 26, 2016 test.' A note mentions that Taylor has also requested or been approved for 'Extended Breaks' under College Board Review. A section titled 'State-Allowed Accommodations' contains a list of checkboxes: 'State-Allowed: Extended Time - 50%', 'State-Allowed: Extra and/or Extended Breaks', 'State-Allowed: Extended Time - 100% or more', 'State-Allowed: Record Answers in Test Book', 'State-Allowed: EL-Math Only', and 'State-Allowed: EL-Word for Word Glossary'. At the bottom, there are three buttons: 'Cancel', 'Save & Exit', and 'Save & Continue'.

CollegeBoard

My Account | Logout

Services for Students with Disabilities

SAA Dashboard

Helpful Links: | [Consent Form](#) | [FAQ](#)

State-Allowed Accommodations > Select Accommodations

**Important** Please remember that the use of State-Allowed Accommodations will result in test scores that are not eligible to be reported to colleges, universities or scholarship organizations.

Choose the State-Allowed Accommodations needed by Taylor Swift for the PSAT 8/9 Sep 26, 2016 test.

Note: Our records show that Taylor has also requested or been approved to use the following College Board accommodations:  
Under College Board Review: Extended Breaks

▼ State-Allowed Accommodations

- ☐ State-Allowed: Extended Time - 50%
- ☐ State-Allowed: Extra and/or Extended Breaks
- ☐ State-Allowed: Extended Time - 100% or more
- ☐ State-Allowed: Record Answers in Test Book
- ☐ State-Allowed: EL-Math Only
- ☐ State-Allowed: EL-Word for Word Glossary

Cancel Save & Exit Save & Continue

# Submitting a SAA Request in SSD Online

- Review and submit request.



CollegeBoard

My Account | Logout

Services for Students with Disabilities

SAA Dashboard

Helpful Links: | [Consent Form](#) | [FAQ](#)

State-Allowed Accommodations > Review and Submit

**Important**

Please remember that the use of State-Allowed Accommodations will result in test scores that are not eligible to be reported to colleges, universities or scholarship organizations.

**Student Information**

Please confirm the information below and make any changes prior to your final submission. When you are ready click the Submit button at the bottom of the page.

**BASIC INFORMATION**

Name: **Taylor Swift**  
Date of Birth: **Jan 2, 2002**  
Expected High School Graduation Date: **Jun, 2020**  
Gender: **Female**

**MAILING ADDRESS**

123 Main Street  
Wheatland, CA 95692, U.S.  
Home Phone: (707)818-1122  
Email: **tswift@yahoo.com**

**SCHOOL INFORMATION**

High School Code: **063760**  
High School Name: **WHEATLAND UNION HIGH SCHOOL**

**SCHOOL ADDRESS**

1010 Wheatland Road  
Wheatland, CA 95692, U.S.

Edit

**State-Allowed Accommodations**

State-Allowed: Late Start

Edit

**College Board Accommodations**

Under College Board Review: Extended Breaks

**Consent Form**

Parental/guardian consent to share student information with College Board, and to request accommodations that will result in scores that are not reportable to colleges and scholarship organizations, should be obtained for any student under 18. If the student is over 18, the student may consent. This consent should be maintained as part of the student's record. If you need a separate consent form for your records, we provide this [Consent Form for State-Allowed Accommodations](#).

Do you have consent from the relevant parent/guardian, through the student's IEP, 504, English Language classification or other consent form?

☐ Yes, I have consent on file or through a valid IEP, 504, or English Language Learner classification

☐ No

If you need a separate consent form for your records, print the [Consent Form for State-Allowed Accommodations](#). Click the **Save & Exit** button, below, to save the information you have entered so far. Once you have obtained a signature, locate the student's name on the State-Allowed Accommodations dashboard, and select "Edit Request" next to the student's name, to submit the request.

**Confirming Information**

I verify that the information provided in my responses above is true and accurate. I also acknowledge that I am aware that because State-Allowed Accommodations are not reviewed or approved by the College Board's Services for Students with Disabilities, the student's scores for the PSAT 8/9 Sep 26, 2016 test administration are not college reportable or eligible for reporting to scholarship organizations.

☐ Check to confirm acceptance of this statement

Save & Exit

Submit

[site map](#) | [contact us](#) | [about us](#) | [press](#) | [careers](#) | [link to us](#) | [compliance](#) | [terms of use](#) | [privacy policy](#)

© 2013 The College Board

TRUSTe  
SECURITY | PRIVACY

50



---

# Requesting Temporary Accommodations


A blue-tinted photograph of three students in a classroom. A male student in the center is gesturing with his hands while speaking to two female students. They are all wearing backpacks and standing in front of a brick wall.



# Requesting Temporary Accommodations

- Students with temporary conditions, such as a broken arm, may be eligible for temporary assistance on the ISBE-provided SAT.
- To request temporary assistance, students or their SSD Coordinators can submit the Request for Temporary Assistance Form. Do not submit through SSD Online.
- This form and any supporting documentation should be faxed to (973) 735-1900 as soon as the temporary impairment has occurred and been medically verified. The College Board will process temporary support forms in an expedited fashion so that materials can arrive at the school in time to support testing during the accommodated testing window.
- The form will be posted at <https://www.isbe.net/Pages/SAT.aspx>



  
Services for Students with Disabilities

**Support for Students with Temporary Physical/Medical Conditions**

**PART 1: To Be Completed by School Official**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Expected Date of Graduation (month/year): \_\_\_\_\_ School Code: \_\_\_\_\_

If you don't know your school's code, look it up at <http://sat.collegeboard.org/register/sat-code-search>.

School Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Specify the tests(s) and date(s) for which the student needs support (for SAT Subject Tests and AP Exams, indicate subject as well):

Exam Name: \_\_\_\_\_ Exam Date: \_\_\_\_\_ Exam Subject: \_\_\_\_\_

Exam Name: \_\_\_\_\_ Exam Date: \_\_\_\_\_ Exam Subject: \_\_\_\_\_

Exam Name: \_\_\_\_\_ Exam Date: \_\_\_\_\_ Exam Subject: \_\_\_\_\_

Exam Name: \_\_\_\_\_ Exam Date: \_\_\_\_\_ Exam Subject: \_\_\_\_\_

Describe the specific support requested:

Describe the injury/medical condition, including date of onset:

Name of school official completing form: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

What is the best way to contact you? ☐ Telephone ☐ Fax ☐ Email

Signature of School Official: \_\_\_\_\_ Date: \_\_\_\_\_

**PART 2: Student and Parent/Guardian Signatures**

Agreement below must be signed by the student and, if the student is under 18, the student's parent/guardian before the request can be processed.

I wish to request support on College Board test(s) for a temporary physical/medical condition. I give the College Board permission to receive and review my records and to discuss my physical/medical condition and needs with school personnel and other professionals.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



---

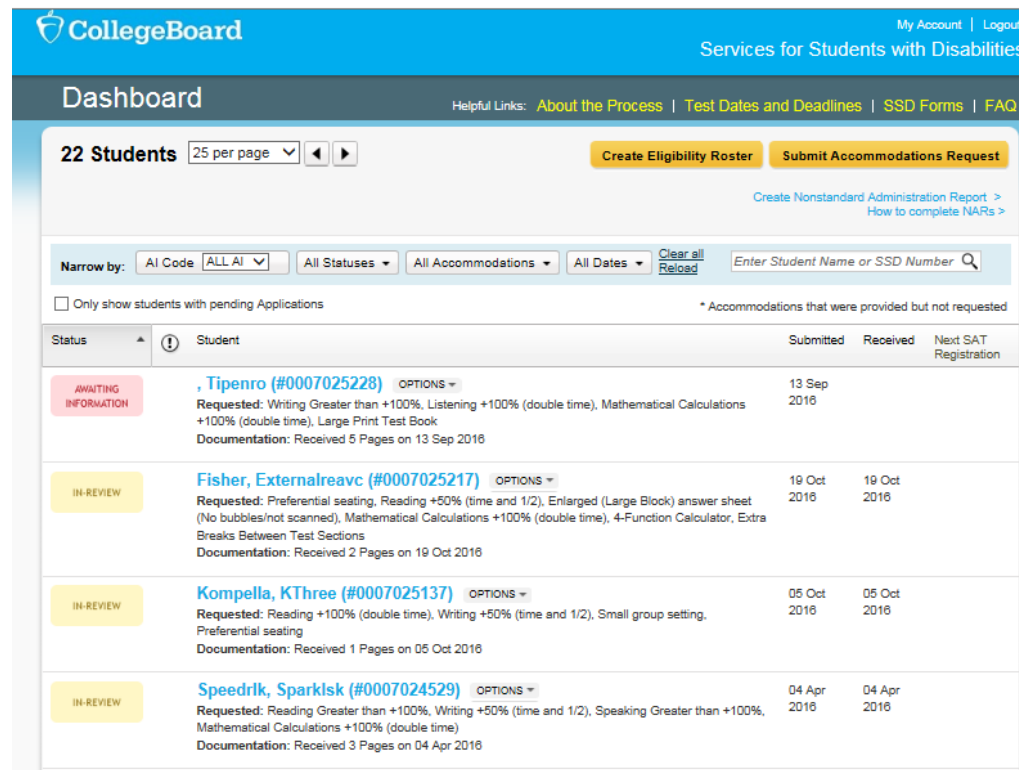
# Transfer Students





# Transfer Students – Adding to your Dashboard

- Log in to [www.collegeboard.org/ssdonline](http://www.collegeboard.org/ssdonline)
- Click “Submit Accommodations Request” in the top right corner of the dashboard.



CollegeBoard Services for Students with Disabilities

My Account | Logout

Dashboard Helpful Links: [About the Process](#) | [Test Dates and Deadlines](#) | [SSD Forms](#) | [FAQ](#)

22 Students 25 per page [Navigation Icons] [Create Eligibility Roster](#) [Submit Accommodations Request](#)

[Create Nonstandard Administration Report >](#)  
[How to complete NARs >](#)

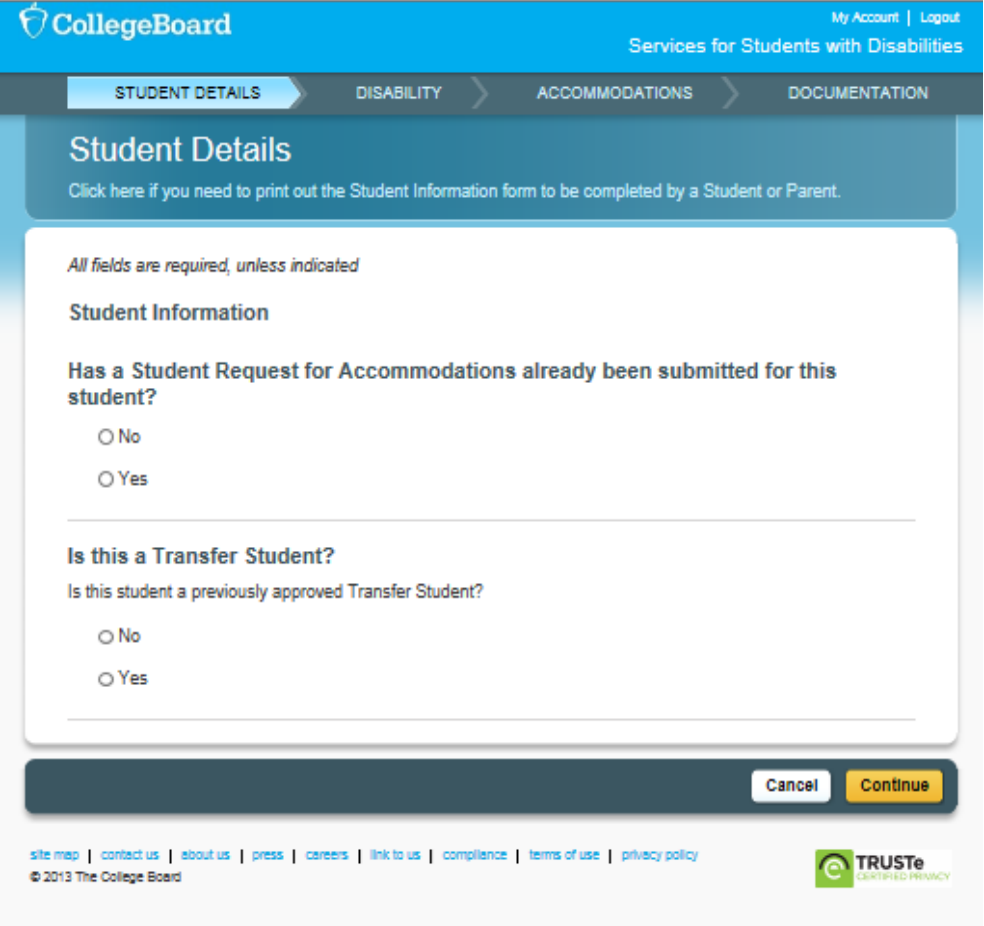
Narrow by: AI Code [ALL AI] All Statuses All Accommodations All Dates [Clear all](#) [Reload](#)

☐ Only show students with pending Applications \* Accommodations that were provided but not requested

Status	Student	Submitted	Received	Next SAT Registration
AWAITING INFORMATION	<a href="#">Tipenro (#0007025228)</a> <a href="#">OPTIONS</a> Requested: Writing Greater than +100%, Listening +100% (double time), Mathematical Calculations +100% (double time), Large Print Test Book Documentation: Received 5 Pages on 13 Sep 2016	13 Sep 2016		
IN-REVIEW	<a href="#">Fisher, Externalreavc (#0007025217)</a> <a href="#">OPTIONS</a> Requested: Preferential seating, Reading +50% (time and 1/2), Enlarged (Large Book) answer sheet (No bubbles/not scanned), Mathematical Calculations +100% (double time), 4-Function Calculator, Extra Breaks Between Test Sections Documentation: Received 2 Pages on 19 Oct 2016	19 Oct 2016	19 Oct 2016	
IN-REVIEW	<a href="#">Kompella, KThree (#0007025137)</a> <a href="#">OPTIONS</a> Requested: Reading +100% (double time), Writing +50% (time and 1/2), Small group setting, Preferential seating Documentation: Received 1 Pages on 05 Oct 2016	05 Oct 2016	05 Oct 2016	
IN-REVIEW	<a href="#">Speedrjk, Sparklsk (#0007024529)</a> <a href="#">OPTIONS</a> Requested: Reading Greater than +100%, Writing +50% (time and 1/2), Speaking Greater than +100%, Mathematical Calculations +100% (double time) Documentation: Received 3 Pages on 04 Apr 2016	04 Apr 2016	04 Apr 2016	

## Transfer Students – Adding to your Dashboard

- On the Student Details page, respond “Yes” to these two questions:



The screenshot shows the CollegeBoard website interface for adding students to a dashboard. The top navigation bar is blue with the CollegeBoard logo on the left and 'My Account | Logout' on the right. Below this, a secondary bar reads 'Services for Students with Disabilities'. A horizontal menu contains four tabs: 'STUDENT DETAILS' (active), 'DISABILITY', 'ACCOMMODATIONS', and 'DOCUMENTATION'. The main content area is titled 'Student Details' and includes a link to print the form. Below this, a note states 'All fields are required, unless indicated'. The form contains two sections: 'Student Information' with the question 'Has a Student Request for Accommodations already been submitted for this student?' and 'Is this a Transfer Student?' with the question 'Is this student a previously approved Transfer Student?'. Both sections have radio button options for 'No' and 'Yes'. At the bottom right of the form are 'Cancel' and 'Continue' buttons. The footer includes a site map, contact information, copyright notice for 2013, and a TRUSTe privacy certification logo.

CollegeBoard

My Account | Logout

Services for Students with Disabilities

STUDENT DETAILS | DISABILITY | ACCOMMODATIONS | DOCUMENTATION

### Student Details

Click here if you need to print out the Student Information form to be completed by a Student or Parent.

*All fields are required, unless indicated*

#### Student Information

**Has a Student Request for Accommodations already been submitted for this student?**

☐ No  
☐ Yes

---

**Is this a Transfer Student?**

Is this student a previously approved Transfer Student?

☐ No  
☐ Yes

Cancel Continue

[site map](#) | [contact us](#) | [about us](#) | [press](#) | [careers](#) | [link to us](#) | [compliance](#) | [terms of use](#) | [privacy policy](#)

© 2013 The College Board

TRUSTe  
CERTIFIED PRIVACY

---

## Transfer Students – Adding to your Dashboard

- You will be asked for the student's name, date of birth, and their College Board SSD number. To obtain a student's College Board SSD number:
  - Ask the student or parent if they have a copy of the eligibility letter.
  - Have the student log in to their College Board account to obtain a copy of the eligibility letter.
    - Select "My Plan."
    - Select "View your eligibility letter."
  - Contact the student's previous school and request a copy of the eligibility letter or the SSD number.
  - Contact the Illinois Educator Hotline at 1-844-688-9995, choose 1, and then choose the option for SSD.
- If the student is requesting different accommodations from those approved or is not receiving the approved accommodations at your school, documentation review may be required.



---

# Change Requests

A blue-tinted photograph of three people wearing safety vests, standing in front of a brick wall. The person in the center is a man, and the two people on either side are women. They appear to be in a professional or construction setting.



## Change an Existing Approval

- A change may be required to:
  - Add or Remove Accommodations
  - Update student information, such as name
  - Update student graduation date
- To submit a change request
  - From the SSD Online Dashboard, locate the student to change.
  - Select “Options.”
  - Click “Create Change Request.”
  - Print the change request form, annotate with requested changes, and fax the request form to SSD at (866) 360-0114.
- Note that the request to add additional accommodations for a student typically requires supporting documentation. Review of a change request follows the same review timeline as a new submission with documentation.


Status	Student
DECIDED	<b>Xerox, Fourtest (#0007554601)</b> OPTIONS <b>NOT Approved</b> Documentation: Received 2 Pages on 05 Aug 2015
DECIDED	<b>Ssdprodtestb, Studentb (#0007000002)</b> OPTIONS <b>Approved:</b> Writing +50% (time and 1/2), Reading +50% (time and 1/2) Documentation: Received 2 Pages on 31 Jul 2015


View Decision Letter  
[Create change Request](#)  
Resubmit Request

# Name Request Change Only

- For students only requiring a name change, you can use the [Name Change Request form](https://www.collegeboard.org/sites/default/files/ssd-name-change.pdf).  
(<https://www.collegeboard.org/sites/default/files/ssd-name-change.pdf>)
- Complete the form and fax to College Board SSD at 1-866-360-0114.



  
Services for Students with Disabilities

N0000000  


### Name Change Request

**Directions**

- This form should be used only for SSD students who require changes to the spelling of their name.
- Do not use a student's SSD Online cover sheet when submitting this form because doing so will reopen the student's request.
- Due to system limitations, first names longer than 12 letters and last names longer than 15 letters, including suffix or hyphen, will be shortened. This does not impact the student's record in any way.
- If the name change is significant (i.e., more than just a mistyped letter or changing a nickname to the full name), you must submit a valid photograph with the student's name and at least one of the following forms of identification:
  - School Identification Card
  - Birth Certificate
  - Social Security Card
  - Driver's License
  - Passport
  - Court Order of Legal Name Change
- Complete, sign, and fax this form along with identification documentation (if required) to the College Board's Services for Students with Disabilities at **866-360-0114**.
- Please allow 2 to 3 business days for the processing of name change requests.
- Incomplete forms may delay your request.

**Student Information**

School Code: \_\_\_\_\_ School Name: \_\_\_\_\_

SSD Eligibility Code: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: Male ☐ Female ☐

Previous Last Name: \_\_\_\_\_ Previous First Name: \_\_\_\_\_ Previous Middle Initial: \_\_\_\_\_

New Last Name: \_\_\_\_\_ New First Name: \_\_\_\_\_ New Middle Initial: \_\_\_\_\_

**SSD Coordinator Signature**

By providing my signature below, I authorize the College Board to update the student's name on his/her account. I also attest that all the information provided on this form is true and accurate.

SSD Coordinator Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_



---

# Remove Students





# Remove a Student

- To remove a student from your dashboard that no longer attends your school:
  - Log in to SSD Online.
  - From the dashboard, create eligibility roster.
  - Print roster
  - Find the student's name and mark the "Moved to New School" box.
  - Fax the annotated roster to (866) 360-0114.

E310290



Roster

Date Generated: Nov 3, 2017

School Code: 310290

School Name: EAST ORANGE CAMPUS HS  
34 North Walnut Street, East Orange, NJ 07017, US

Key: CT = Center Testing, ST = School Testing

**Graduating Seniors**

Please review the accommodations and graduation date for each student, and indicate changes as necessary. Students who are listed as graduating seniors (grade 12) will be removed from the next roster unless otherwise noted.

**Brown, Robert (#0007025797)**

☐ Still Eligible
 ☐ No Longer Needs Accommodations
 ☐ Moved to New School
 ☐ Changed Accommodations (must submit Change Form)

Current Graduation Date:

Small group setting (CT)

Listening +50% (time and 1/2) (CT)

Writing +50% (time and 1/2) (CT)

Please review the accommodations and graduation date for each student, and indicate changes as necessary. Students who are listed as graduating seniors (grade 12) will be removed from the next roster unless otherwise noted.

**Brown, Robert (#0007025797)**

☐ Still Eligible
 ☐ No Longer Needs Accommodations
 ☐ Moved to New School
 ☐ Changed Accommodations (must submit Change Form)

Current Graduation Date:

Small group setting (CT)

Listening +50% (time and 1/2) (CT)

Writing +50% (time and 1/2) (CT)

Speaking +50% (time and 1/2) (CT)

Reading +50% (time and 1/2) (CT)

Mathematical Calculations +50% (time and 1/2) (CT)



---

# The Nonstandard Administration Report

A blue-tinted photograph of three people walking in a hallway with a brick wall. The person in the center is a man in a light-colored shirt, looking to his right. To his left is another man in a light-colored shirt, also looking right. To the right of the central man is a woman in a light-colored shirt, looking forward. The image has a halftone or dot pattern overlay.





# The SAT Nonstandard Administration Report (NAR)

## Simplified room planning

- Includes three sections
  - Section 1: Student Summary
  - Section 2: Students who test on the primary admin
  - Section 3: Students who test during the accommodated window
  - Section 4: Students who test with State Allowed Accommodations
- Identifies students who can test in the same testing room.
- Indicates the color test book to administer and the name of the 'test script' to read
- Provides additional instructions for accommodated students (if any)

Testing Group	Last Name, First Name (Mark X if absent on test day)	Approved Accommodations	Test Type	Test Book Color	One or two day testing	Script Name	Test Room Code and Associate Supervisor
S2	Graomlks, Goraomla SSD #0007025812	Extra Breaks Between Test Sections	SAT with Essay	Purple	One day	Script 2	
T2	Smith, Jaslee SSD #0007025798	Extra Breaks Between Test Sections , Large Print Test Book - 14 point	SAT	Purple	One day	Script 2	
T2	Szymanski, Ella SSD #0007025799	Extra Breaks Between Test Sections	SAT	Purple	One day	Script 2	
T3	Tfosrolks, Reaomlka SSD #0007025811	Extended Breaks , Permission to Test Blood Sugar , Small group setting	SAT	Purple	One day	Script 1	
T5	Liraimls, Dredraola SSD #0007025813	Wheelchair Accessibility , Permission for food/medication , Reading +50% (time and 1/2)	SAT	Purple	One day	Script 3	
Additional Instructions		Refer to Appendix for instructions for the following accommodations: Reading +50% (time and 1/2)					

---

## Managing the SAT NAR

- The NAR will display students who have been approved for accommodations at your school who have also been pre-identified in the bulk registration/Pre-ID process.
- A new feature has been added this year to allow the SSD Coordinator to review the list of students appearing on the NAR and add other students who will be testing with approved accommodations. For example, a student who transferred to your school after the Pre-ID file was completed.
- More information will be provided to SSD Coordinators about the new NAR via email in January/February as room planning activities begin.



---

# Questions



---

# Thank You!

Need Assistance?

- Visit the ISBE SAT webpage: <https://www.isbe.net/Pages/SAT.aspx>
- See our website for Illinois-specific information and materials: [www.collegeboard.org/Illinois](http://www.collegeboard.org/Illinois)
- Call our Illinois Educator Hotline at 844-688-9995 (option 1) or email [illinoisadministratorsupport@collegeboard.org](mailto:illinoisadministratorsupport@collegeboard.org).