

From: ILSAT [mailto:ILSAT@collegeboard.org]

Sent: Monday, April 30, 2018 1:58 PM

To: ILSAT <ILSAT@collegeboard.org>

Subject: ISBE-provided April SAT School Day Student Score Availability and Access

To: SAT Test Supervisor

CC: District Coordinator and Principal

Dear SAT Supervisor,

SAT® School Day scores from the April 10, 2018, SAT School Day administration will be available to students in their College Board account beginning on Thursday, May 3, and to educators through the College Board K-12 Reporting Portal beginning Monday, May 21.

Student Access to Scores

1. Students will need a College Board account to view their scores.
2. Direct students to <https://studentscores.collegeboard.org/viewscore>.
3. Direct students to click **Sign Up** to register for an account if they don't already have one.

Please note: Some scores will be released later for reasons that may include participation in the accommodated testing window or on the makeup testing date, late receipt of answer sheets, missing information on the answer sheet, or other exceptional conditions that require additional attention.

Matching College Board Student Accounts and Registration

If a student is signed into his/her College Board account but doesn't see scores, it means that either scores are not yet available or College Board was not able to link their score report and account automatically. For security reasons, a student must verify additional information before College Board can display scores. The student will need either his/her SAT registration number or the Student ID number the student was pre-identified with by the school or district.

To match, the student will:

1. Go to <https://studentscores.collegeboard.org/viewscore>.
2. Scroll down and click **Matching Tool**.
3. Review the personal information.
4. If any information is incorrect, click **Update** to revise. (Students will be prompted to re-enter their password.)
5. If the information is correct, click **Get My Scores**.
6. The student will have to select one of the following options:
 - a. I can supply my test information (test date and registration number*). **Note: The registration number can be found in the Roster Report of the K-12 reporting portal.*
 - OR
 - b. I can supply my student ID (using the student ID the student was pre-identified with)
7. Click **Get My Scores**.

There may still be cases in which a student is not able to view their scores using the steps above because the information is too different or the scores have not yet been finalized. If students cannot view their scores, they should call the College Board's Student SAT Helpline at 1-866-756-7346.

Educator Access to Scores in the College Board Reporting Portal

Educators will be able to view SAT scores through the College Board K-12 Reporting Portal. The reporting portal consists of two areas:

- Report Center: allows educators to configure and run online reports, apply filters for data analysis, print student reports, and find student registration information
- Download Center: provides access to downloadable files of scores

Educators need two things to access student scores in the score reporting portal:

1. A College Board professional account. If you don't have an account, [create one](#).
2. Permission from your institution's access manager.

To find out the name of your school's access manager:

1. Log in to your College Board professional account.
2. Scroll down to **Add Additional Tools and Services > K-12 > K-12 Assessment Reporting > Request Access**.
3. You should see the name and contact info of your access manager.
4. Please note that choosing **Request Access** from the portal dashboard doesn't notify your access manager. You still need to contact your access manager directly to receive access.

For additional questions about the K-12 reporting portal contact us at 1-888-728-4357 or k12reports@info.collegeboard.org.

Sincerely,

The College Board