

**From:** ILSAT <ILSAT@collegeboard.org>  
**Sent:** Tuesday, September 7, 2021 12:48 PM  
**Subject:** Response Requested: Spring 2022 ISBE-Provided SAT Suite of Assessments School Establishment Survey

**To:** Principals  
**CC:** SAT/PSAT Coordinators from Spring 2021

As we all continue to navigate uncertainties due to COVID-19, the top priorities for the College Board and the Illinois State Board of Education (ISBE) are the health and safety of students and educators. We know that you are currently focused on the start of the school year and how to keep staff and students safe. College Board and ISBE will begin to plan for the ISBE-provided spring 2022 SAT with Essay, PSAT 10, and PSAT 8/9 School Day administrations while recognizing that a number of uncertainties may impact this planning.

ISBE requires public school students, including public school students served at nonpublic facilities, to be assessed as part of its statewide accountability testing program.

At the time of testing, all students considered to be in Grade 11 according to state guidelines are required to participate in the SAT with Essay, unless they otherwise qualify for the alternate assessment (i.e., Dynamic Learning Maps-Alternate Assessment [DLM-AA]). Students in Grade 12 who have not previously earned a valid SAT score as part of any ISBE-provided SAT School Day administration and were not exempt are also required to take the SAT with Essay. More details about Grade 12 testing will be posted at [www.isbe.net/Pages/sat-psat.aspx](http://www.isbe.net/Pages/sat-psat.aspx).

All students classified as being in Grade 10 at the time of testing are required to participate in the PSAT 10, and all students classified as being in Grade 9 at the time of testing are required to participate in the PSAT 8/9, unless they otherwise qualify for the alternate assessment (i.e., DLM-AA).

Below you will find the spring 2022 tests to be administered, the test dates, and the grades to be tested. College Board requires school staff to complete the school establishment survey annually. We ask that you complete the survey for spring 2022 as soon as possible but no later than **Tuesday, September 21, 2021**.

SAT with Essay Administration	April 2022 (Grade 11) (Grade 12 Only as Required)
<b>Primary Test Date*</b>	Wednesday, April 13, 2022
<b>Makeup Test Date</b>	Tuesday, April 26, 2022
<b>Accommodated Testing Window</b>	April 13-26, 2022
PSAT 10 Administration	April 2022 (Grade 10 Only)
<b>Testing Window</b>	April 13-29, 2022
PSAT 8/9 Administration	April 2022 (Grade 9 Only)
<b>Testing Window</b>	April 13-29, 2022

\* Note: The test form will be released only for the April 13, 2022, test date.

The alternate schedule below for SAT with Essay may be selected during the school establishment survey only if the April dates are not feasible. All schools within a home district must select the same test dates option. More details about the alternate schedule are available at [www.isbe.net/Documents/Spring-2022-Dates-Options.pdf](http://www.isbe.net/Documents/Spring-2022-Dates-Options.pdf). Please note there is **not** an alternate schedule available for PSAT 10 or PSAT 8/9.

SAT with Essay Administration	Alternate Schedule (Grade 11) (Grade 12 Only as Required)
<b>Primary Test Date</b>	Wednesday, March 23, 2022
<b>Makeup Test Date</b>	Tuesday, April 26, 2022
<b>Accommodated Testing Window</b>	March 23-April 5, 2022

The first step is establishing schools to administer the ISBE-provided assessments for spring 2022 testing. Please click **HERE** (Note: The **active link** has been removed from this post. Please check with your principal for the active link.) to complete this online survey no later than **Tuesday, September 21, 2021**. Once it is completed, College Board will provide information to appointed testing staff using the information you provide in this survey.

Please be aware that serving schools are invited, but not required, to establish as an SAT with Essay, PSAT 10, and PSAT 8/9 test site. Home and serving school staff should work closely to determine the appropriate testing location for each student. Home district/school staff are responsible for ensuring that all students who are required to test do so, regardless of their placement.

Below is important information to keep in mind when completing the survey:

To complete this survey, it will be helpful to have:

- Contact information for staff who will be serving in primary test day staff roles for the 2022 administration. (See **Test Day Staff** below.)
- Dates for any school holidays and closures scheduled between February and April 2022.

## Test Day Staff

- **Test Coordinator:** Responsible for all aspects of administering the planning room and staffing, oversight of test day administration, and receiving/returning all test materials.
- **Services for Students with Disabilities (SSD) Coordinator:** Responsible for requesting accommodations and working with the test coordinator(s). Schools may have multiple SSD coordinators, but only one will be identified as the primary SSD coordinator who will receive communications from the College Board.

## Staff Requirements

- Any staff member, including the coordinator, who will have access to test books before test day must not have a child or member of their household taking the same College Board test in the same window at any test site.
- Staff cannot have taken any College Board test within 180 days of test day.
- Staff cannot be engaged in any paid coaching or paid SAT test preparation. (The teaching and normal review of course content, including test familiarization that is part of regularly scheduled coursework, is acceptable.)

## Off-site Testing

- Please indicate in this survey if your school will require a site other than your high school location for testing.
- Some reasons that you may require an off-site testing location include:
  - Need to support testing expelled students at an alternate location.
  - Not enough room to test all students across all assessments.
  - High school districts that are responsible to administer PSAT 8/9 to 15-year-old students with Individualized Education Programs who are still attending an elementary school district.  
(Off-site testing allows the high school district to transport secure test materials to the elementary school district.)
- If you respond that you require off-site testing, College Board will contact you separately to gather more information about your off-site testing location(s).

If you have any questions while completing the survey, please contact the College Board at (844) 688-9995 or write to [ilsat@collegeboard.org](mailto:ilsat@collegeboard.org). It is important for all schools to complete the survey no later than **Tuesday, September 21, 2021**, so you may begin receiving communications to prepare for the administration. The test coordinator(s) you identify in the survey will receive an email in January to confirm your school setup is complete.

We will continue to monitor the COVID-19 situation and provide any necessary updates as spring test dates draw near. Continue to check the ISBE SAT/PSAT website at [www.isbe.net/Pages/sat-psat.aspx](http://www.isbe.net/Pages/sat-psat.aspx) regularly for any updates.

Thank you,

The College Board

**The College Board**

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