



Fall 2020 ISBE-Provided SAT with Essay FAQs

This document provides answers to frequently asked questions related to the ISBE-provided SAT with Essay test administration scheduled for fall 2020. This document will be updated as needed. *Last Update: 08/21/20*

General: Test Dates, Student Eligibility, and School Eligibility

1. What will be provided in fall 2020 by the Illinois State Board of Education (ISBE) and for what reasons? *(Updated 08/21/20)*

ISBE will be providing the **SAT with Essay** in fall 2020. As detailed in question #3 below, [eligible grade 12 students](#) have the **choice** to participate in ISBE-provided SAT with Essay fall 2020 administration. This administration will enable eligible grade 12 students to meet the diploma requirement referenced in the [Illinois School Code](#) and [ISBE Rule](#) and to have the opportunity to receive a timely college- and scholarship-reportable score. Eligible grade 12 students who choose not to participate in the ISBE-provided SAT with Essay fall 2020 administration must participate in the state's final accountability assessment (i.e., SAT with Essay) administration in spring 2021 to meet the diploma requirement.

What are the test dates for the ISBE-provided SAT with Essay fall 2020 administration? *(Updated 07/21/20)*

Primary Test Date: Wednesday, September 23, 2020, OR Wednesday, October 14, 2020

Makeup Test Date: Tuesday, October 27, 2020 *(Added 07/31/20 - Revised by College Board)*

Accommodations Test Window: September 23-October 6, 2020 OR October 14-27, 2020

1a. May a school choose to administer the ISBE-provided SAT with Essay to some students in September and to other students in October? *(Added 07/31/20, Updated 08/21/20)*

Yes, schools may order materials for some students to test in September and other students to test in October. The only restriction is that any student may test only once. Samples of fall administration options are described [here](#).

1b. Are all public high schools required to offer both the September and October administrations of the ISBE-provided SAT with Essay fall 2020 administration? *(Added 07/31/20)*

Schools are *strongly encouraged* to offer both the September and October administrations to eligible grades 12 students to offer the most flexibility.

1c. If a student participates in a national weekend administration of SAT or SAT with Essay, will this satisfy the diploma requirement? *(Added 07/31/20)*

No. In order to satisfy the diploma requirement, students must participate in the administration of an ISBE-provided SAT with Essay administration.

2. Which grade 12 students are eligible to participate in the ISBE-provided SAT with Essay fall 2020 administration?

All public-school students who were required to participate in the state's final accountability assessment in spring 2020 may choose to participate in fall 2020, provided they are enrolled in the fall as grade 12. Grade 12 students who choose to participate in the ISBE-provided fall 2020 SAT with Essay are **not** required to participate in the state's final accountability assessment in spring 2021.

Note: Students classified as grade 11 in fall 2020 are **not** permitted to participate in the ISBE-provided fall 2020 SAT with Essay and are instead required to participate in the state's final accountability assessment (i.e., SAT with Essay) administration in spring 2021.

Note (Added 08/21/20): Students who are homeschooled may test at participating schools only if they were receiving instruction in English Language Arts (ELA) or mathematics from the public school in spring 2020 and were, therefore, required to test in spring 2020. Schools may include these eligible grade 12 students in their order.

3. Are all public high schools required to offer the ISBE-provided SAT with Essay fall 2020 administration?

Yes, as long as they serve grade 12 students who are eligible to participate.

3a. How can schools that do not offer in-person instruction in the fall test eligible students? (Added 07/31/20)

Schools that are unable to conduct any in-person administrations of the ISBE-provided SAT with Essay in the fall should plan to include eligible grade 12 students in the ISBE-provided SAT with Essay in April 2021.

4. Is my school eligible to participate in the ISBE-provided SAT with Essay fall 2020 administration?

Only public and serving schools that were [established to participate in spring 2020](#) are eligible to participate in the ISBE-provided SAT with Essay fall 2020 administration.

Note: Students who attend serving schools not eligible to participate may return to their home schools to test there, or the home school may utilize off-site testing so students may still test. More details about off-site testing are provided in this FAQ.

5. What if my school wants to offer assessments and/or grade levels not provided by ISBE in fall 2020?

ISBE will provide **only** the SAT with Essay for eligible grade 12 students. Districts or schools are responsible for all costs associated with any test orders outside of what ISBE is providing (e.g., PSAT 8/9, PSAT/NMSQT).

6. Will the scores for the ISBE-provided SAT with Essay fall 2020 administration be used by ISBE for accountability purposes?

No.

7. Are students required to take the SAT with Essay?

Yes. The state is providing **only** the SAT **with** Essay for eligible grade 12 students. Districts or schools are responsible for all costs associated with any test orders outside of what ISBE is providing (e.g., SAT **without** Essay).

8. What testing manuals will I use for the ISBE-provided SAT with Essay fall 2020 administration?

Coordinators will use the standard College Board testing manuals which are **not** Illinois-specific.

9. What testing flexibility will College Board offer to accommodate fall 2020 testing? (Added 07/31/20)

College Board is offering additional flexibility as described in their [Fall 2020 Flexible Testing Options Guide](#).

Ordering Standard and Accommodated Testing Materials

1. How will I order test materials for the ISBE-provided SAT with Essay fall 2020 administration? (Updated 08/21/20)

Test materials **must** be ordered through the College Board Test Ordering Site (TOS) for fall testing. The College Board TOS will **not** be used for spring 2021 testing provided by ISBE. A new tutorial to assist staff with obtaining access, updating contact information, and placing SAT with Essay orders for Fall 2020 is available at www.isbe.net/Documents/TOS-Inst-Fall-2020.pdf.

2. What is the deadline to order materials for the ISBE-provided SAT with Essay fall 2020 administration? (Updated 07/21/20)

All orders, including those for standard **and** non-standard materials, must be placed in the College Board TOS by the following deadlines:

Deadline for September 23 School Day: Tuesday, August 25, 2020

Deadline for October 14 School Day: Wednesday, September 16, 2020

3. How do I order accommodated test materials for the ISBE-provided SAT with Essay fall 2020 administration?

When placing your order, you'll be asked to select from a roster of students who have been approved in Services for Students with Disabilities (SSD) Online to test with accommodations. Please note that students with a "pending" status (meaning that their cases are still under review) will not appear on the roster, and their materials can't be ordered until they are approved. Once you've selected the students, you'll see the list of test materials that will be shipped for each student based on their approved accommodations.

4. Once I place my order, can I update it? (Updated 08/21/20)

You can update your order any time prior to the ordering deadline indicated in #2 above at 5PM CT. In order to update your school's existing SAT School Day with Essay test order, log in to the Test Ordering Site (TOS). Select 'Standard Test' from the left-hand column and click on the link, 'Update Quantities.' Test coordinators can increase or decrease standard test orders directly from that screen. For further assistance with navigating TOS, contact College Board at 1-844-688-9995.

4a. How do I order for multiple test dates? (Added 08/21/20)

If your school is using the multiple test date flexibility and elects to add another SAT School Day administration date, test coordinators can select, 'Add New Administration' upon logging into the Test Ordering Site and select another date. You can update your order any time prior to the ordering deadline indicated in #2 above at 5pm CT.

4b. How do I cancel my order and select a new test date? (Added 08/21/20)

If your school wants to cancel a previously-selected SAT School Day with Essay administration and select a new date, the test coordinator must log in to the Test Ordering Site. Select 'Standard Test' from the left-hand column and click on the link, 'Cancel Exam.' You can update your order any time prior to the ordering deadline indicated in #2 above at 5pm CT.

5. How can I track my shipments?

You can track standard and accommodated test materials and returned answer sheets in the College Board TOS under *Shipping Status*. You will **not** receive emails with tracking information.

6. How do I order makeup materials?

After your school administers the SAT with Essay on the primary test date, go to the College Board TOS and enter the number of makeup tests needed. You must order makeup tests by the following deadlines:

Deadline for September 23 School Day: Friday, September 25, 2020

Deadline for October 14 School Day: Friday, October 16, 2020

7. What if I miss the ordering deadline?

Call the College Board Illinois Educator Support Line at 844-688-9995 to determine whether an order can still be placed.

8. Can districts place orders on behalf of schools?

Orders should be placed at the school level for fall 2020. Districts can view and monitor orders placed on behalf of the schools.

9. Who from the school should order materials?

That is a local decision; however, we recommend that the test coordinator place the order, but it could also be done by the principal or a counselor.

10. If our school is administering multiple assessments, can multiple people place orders? Do they have to be done at the same time?

Orders can be placed for different assessments at different times and can be done by different people, as needed.

11. In the past, my school has been unable to order in the College Board TOS. Will I be able to order this fall?

Yes. College Board will allow all schools that were [established to participate in spring 2020](#) to place orders for the ISBE-provided SAT with Essay fall 2020 administration.

12. Should I order my spring 2021 ISBE-provided assessments in the College Board TOS?

No. You will **not** use the College Board TOS to order any spring assessments that will be provided by ISBE. Orders for spring assessments provided by ISBE are determined by a separate pre-ID process and entries into SSD Online.

Accessing and Using the College Board Test Ordering Site (TOS)

1. How do I know if I have access to the College Board TOS?

Login to your College Board professional account. If “Test Ordering” is listed under “My Tools and Services” on your dashboard, you have access to the College Board TOS.

2. How do I get access to the College Board TOS if I don't have it? (Updated 08/21/20)

First, create a College Board professional account if you don't already have one. On June 24, 2020, College Board sent an email to the Test Coordinator currently listed in the College Board TOS and Spring 2020 Test Coordinators with an access code. A new tutorial including how to obtain access is available at www.isbe.net/Documents/TOS-Inst-Fall-2020.pdf.

3. Will I use the same six-digit AI (Attending Institution) code as I would have for spring 2020 testing?

Yes. AI (school) codes from spring 2020 are available on www.isbe.net/Documents/SAT-PSAT-Test-Sites-2020.pdf.

4. How do I identify coordinator information for the ISBE-provided SAT with Essay fall 2020 administration?

Every school needs to designate a test coordinator for any test they order in the College Board TOS. One person can coordinate all tests, if needed. To update coordinator contact information, click the name of your school or district in the top right of your screen and click View/Edit.

5. How will College Board know where to send my materials?

We will use the address listed in the school profile in the College Board TOS. If it is incorrect, contact 855-373-6387 as soon as possible.

Registration and Pre-ID Labels

1. Will our school receive pre-ID labels to place on student answer sheets? (Updated 08/21/20)

No. Pre-ID labels will not be used nor will a [roster](#) be available for the ISBE-provided SAT with Essay fall 2020 administration. Students must grid all required fields, including their 9-digit state-assigned student ID (SASID), in field 5 on their [answer sheet](#).

2. When I order my materials, the College Board TOS asks if I want to order bulk registration to get labels for answer sheets. Will I be charged?

No. Bulk registration for pre-ID labels is not available for the ISBE-provided SAT with Essay fall 2020 administration, therefore choosing the option in the College Board TOS will not result in any billing.

3. Which fields of the answer sheet does ISBE require students to complete? (Updated 08/21/20)

Students will be required to provide College Board with their first and last name, school name and code, date of birth, grade level, gender, and student identification number (use the 9-digit state-assigned student ID (SASID) in field 5 on the [answer sheet](#)). This information is the minimum needed for scoring and reporting test results.

4. Which fields of the answer sheet are optional for students to complete? (Updated 08/21/20)

A parent can give consent for their student to opt in to Student Search Service when they complete their [answer sheet](#). Student Search Service connects students with colleges and scholarship organizations by sharing their information with participating organizations. A parent may also give consent for their student to participate in the [student questionnaire](#). The information from these questions will be added to a student's College Board student record. If your school does not already have process for collecting parental consent, please visit www.isbe.net/Pages/sat-psat.aspx for templates.

5. Can students choose to grid up to four colleges, universities, or scholarship programs to receive scores for free on their answer sheet for the ISBE-provided Fall 2020 administration? (Added 06/25/20, Updated 08/21/20)

Yes, students can send their scores to up to four colleges or scholarship programs at no cost. Students will be given [directions for using the Score Reporting Code List](#) to complete the Score Reporting field on their answer sheet. Score sends are optional, but we encourage students to demonstrate their interest in their chosen schools early. If left blank, no scores will be sent. Consent is not required for students to utilize their four free score sends.

Accommodations

1. If students have approved accommodations from spring 2020 testing already in SSD Online, what do I need to do for the ISBE-provided SAT with Essay fall 2020 administration?

Confirm that the approved accommodations in SSD Online are still accurate and needed by the student. If all students that are testing have accurate information in SSD Online, order the appropriate accommodated materials in the College Board TOS.

2. If students need new or different accommodations from what is already in SSD Online, what is the timeline for adding or updating those requests in SSD Online?

You can add or update accommodations any time prior to the following deadlines:

Deadline for September 23 School Day: Tuesday, August 7, 2020

Deadline for October 14 School Day: Tuesday, August 25, 2020

3. Are state-allowed accommodations (SAAs) available for the ISBE-provided SAT with Essay fall 2020 administration?

No, SAAs are not available, but students may test without SAAs if they choose to do so.

English Learner (EL) Supports

1. For the ISBE-provided SAT with Essay fall 2020 administration, can EL students use the same EL supports that were available in spring 2020? (Updated 08/21/20)

Yes, students whose EL indicator in SIS is "Yes" at the time of testing may use translated test directions, an [approved word-to-word bilingual glossary](#), or 50% extended time. Be sure to print the [fall 2020 translated test directions](#).

2. In SSD Online, I requested 50% extended time for spring 2020 testing for some EL students. Must I re-enter those requests in SSD Online for the ISBE-provided SAT with Essay fall 2020 administration?

Yes, these requests must be re-entered for fall by the deadline.

Off-site Testing

1. Can I use an off-site location to administer the ISBE-provided SAT with Essay fall 2020 administration? (Updated 08/21/20)

For the ISBE-provided SAT with Essay fall 2020 administration, schools do **not** need to notify College Board in advance to use an off-site location. After testing is complete, all off-site locations will return materials to their primary AI for a consolidated return to College Board for scoring. If off-site locations are unable to return materials to their primary AI, the school may request additional return materials from College Board. Samples of how off-site locations may be helpful are described [here](#).

2. I had several off-site testing locations approved for spring 2020 testing. Can I just use those that were already approved, or do I have to resubmit my requests?

Yes, you may use the same sites. However, for the ISBE-provided SAT with Essay fall 2020 administration you do **not** need to notify College Board. You will **not** need to resubmit your off-site requests for the ISBE-provided SAT with Essay fall 2020 administration.

Training

1. I completed SAT School Day training while preparing for the spring 2020 testing. Must I complete training again?

Yes. Fall training includes policies and procedures that are different from spring testing. Standard SAT School Day training is required to be completed by coordinators for the ISBE-provided SAT with Essay fall 2020 administration.

After the Test Activities and Invoicing

1. Must I return test books?

Yes, all SAT with Essay test books must be returned.

2. Does my district or school have to pay for the ISBE-provided SAT with Essay fall 2020 administration?

No. As long as your school was established for testing in spring 2020 and you are testing only eligible grade 12 students, you will not have to pay for the administration. If your school orders assessments or grades **not** provided by ISBE (e.g., PSAT 8/9), districts or schools are responsible for all costs.

3. If our school orders other assessments or grades that are not covered by the state for fall 2020 (e.g., PSAT 8/9), how do I pay for those assessments?

Once testing is complete, you will need to generate an invoice in the College Board TOS and submit payment. Please see the [list of important dates](#) for when this can be completed.

4. I am administering only the ISBE-provided SAT with Essay fall 2020 administration. I see in the College Board TOS that I need to generate an invoice after testing is complete. Do I need to do this since ISBE is providing it?

It is highly recommended that you complete the process so you can ensure the grade levels of students are accurate and that there is no money owed by your school.

Score Release

1. When will scores for the ISBE-provided SAT with Essay fall 2020 administration be available?

Fall score release timelines can be found on the [list of important dates](#). Educators typically have access to scores in the K-12 reporting portal within a few days of students.

2. Will I get paper score reports sent to my school?

Paper score reports are not sent to schools for SAT School Day. Copies of paper score reports can be printed from the K-12 reporting portal, as needed.

3. **Will ISBE release aggregate state-, district-, and school-level scores and percentages of students meeting or exceeding standards on the ISBE-provided SAT with Essay fall 2020 administration?**

No.

Fee Reduction Benefits/Fee Waivers

Note: This information is provided for informational purposes only, as fee reduction benefits/fee waivers are not applicable to the ISBE-provided SAT with Essay fall 2020 administration.

1. **While ordering SAT with Essay, I am being asked about fee reduction benefits. What are fee reduction benefits?**

Fee reduction benefits are benefits to low-income students that include college application fee waivers, unlimited free score reports, and free Question-and-Answer Service or Student Answer Service. When you order SAT School Day, you'll be asked if you need benefits for eligible students. These benefits are the same as what is provided by using the fee waiver codes that were distributed to schools in March 2020 in the K-12 reporting portal. You can deliver these benefits either by providing the fee waiver codes that are in the K-12 reporting portal, or you can follow the process to identify in the College Board TOS.

2. **How are fee reduction benefits different from the fee waiver codes that my school received in the K-12 reporting portal in March 2020?**

They are not different, it's just a different way of delivering benefits to students and schools. If you have already provided fee waiver codes to students, no action is required. If you'd rather identify students directly in the College Board TOS to receive the benefits, you can follow the process to do so.

3. **Will my school get more fee waiver codes in spring 2021?**

Yes. Schools will receive more fee waiver codes delivered in the K-12 reporting portal in spring 2021.

4. **Who is eligible for fee reduction benefits or fee waivers?**

Please see the [Fee Waiver Service Counselor Guide](#) for student eligibility criteria and information about fee waiver benefits.

5. **How do I identify students to receive fee reduction benefits?**

After the test administration, log in to the test ordering site, generate the invoice, and select those students eligible for fee reduction benefits from a roster. Please see the [list of important dates](#) for when this can be completed. By identifying the students, the student will receive notification in their College Board account and must accept those benefits in order to use them.

6. **What if I've already given my student a fee waiver code that was available in the K-12 reporting portal in March 2020?**

If the student has used the fee waiver code, you do not need to identify them for fee reduction benefits in the College Board TOS.