**<sup>†</sup>** CollegeBoard

# Invest in Kids Act SAT® PSAT™ 10 PSAT™ 8/9

**ISBE and College Board Kickoff Meeting for Spring 2021 Implementation** 

**January 13, 2021** 



#### Agenda

- Invest in Kids Act: SAT (for grade 11), PSAT 10 (for grade 10), and PSAT 8/9 (for grade 9) administration
- General Timeline
- Establishment Process
- Accommodations & English Learner (EL) Supports
- Test Ordering System

#### SAT School Day Test Dates

SAT Administration	Test Date
SAT Primary Test Date	Tuesday, April 13, 2021
SAT Makeup Test Date	Tuesday, April 27, 2021
SAT Accommodated Test Window	April 13-27, 2021

- Most students will be required to test on a single day. Students with accommodations that require extended testing time beyond a standard school day or require a separate setting or test format will have an accommodated window to complete testing.
- Test Dates: <a href="https://www.isbe.net/Documents/IIK-Assessment-Dates-2021.pdf">https://www.isbe.net/Documents/IIK-Assessment-Dates-2021.pdf</a>
- General Timeline: <a href="https://www.isbe.net/Documents/SAT-PSAT-general-timeline-2021-Invest-in-Kids-Act.pdf">https://www.isbe.net/Documents/SAT-PSAT-general-timeline-2021-Invest-in-Kids-Act.pdf</a>

#### PSAT 10 and PSAT 8/9 Test Dates

PSAT 10 and PSAT 8/9 Administration	Test Date
PSAT 10 and PSAT 8/9 Primary Test Date	April 13, 14, or 15, 2021

- Test Dates: <a href="https://www.isbe.net/Documents/IIK-Assessment-Dates-2021.pdf">https://www.isbe.net/Documents/IIK-Assessment-Dates-2021.pdf</a>
- General Timeline: <a href="https://www.isbe.net/Documents/SAT-PSAT-general-timeline-2021-Invest-in-Kids-Act.pdf">https://www.isbe.net/Documents/SAT-PSAT-general-timeline-2021-Invest-in-Kids-Act.pdf</a>

**Primary Test Date PSAT 10 and PSAT 8/9** Test coordinators should order and plan to test as early in the April test date window as possible (April 13, 14 or 15). If schools are unable to administer on the date selected in the Test Ordering System, they should contact College Board for additional guidance.

#### **Before Test Day**

Activity	PSAT 8/9 and PSAT 10	SAT School Day	
Establishment Survey Deadline	January 15, 2021	January 15, 2021	
Al Code Establishment Follow-Up	Now-January 2021	Now-January 2021	
Off-site Testing	The off-site testing form is not required for schools that order from the Test Ordering System.	The off-site testing form is not required for schools that order from the Test Ordering System.	
Request Accommodations:	Now-February 22, 2021, for <b>PSAT 10 and PSAT 8/9*</b> *Deadline to request extended time for ELs (English Learners): February 26, 2021, for PSAT 10 and PSAT 8/9	Now - February 22, 2021 for <b>SAT School Day*</b> *Deadline to request extended time for ELs (English Learners): March 5, 2021, for SAT School Day	
Deadline to Order Materials: Standard and Nonstandard	February 26, 2021	March 5, 2021	



#### **Student Benefits**

- PSAT tests are aligned to the 11<sup>th</sup> grade SAT college entrance exam, including test structure and vertical score scale.
- PSAT 10 and SAT scores can be used for scholarship applications.
  - •College Board scholarship partnerships represent more than \$300 million annually in potential scholarship opportunities
- The SAT is a nationally recognized College Entrance Exam.
  - Every student who takes SAT can send their scores to up to 4 colleges for free at the time of testing.
  - •Income eligible students receive unlimited score reports over the user's testing lifetime and college application fee waivers to participating colleges.



### **School Establishment**

**School Establishment** 

- Schools must have a Level 2 Attending Institution (AI) Code to participate in the spring administration: If your school has ordered materials in the past and has administered assessments for PSAT 8/9, PSAT 10, SAT and/or AP, the school is prepared to order tests for the spring administration.
- Schools with Invest in Kids Scholarship recipients must complete the establishment survey annually.
- ISBE will post a list of established schools on: https://www.isbe.net/Pages/testinvestinkidsact.aspx

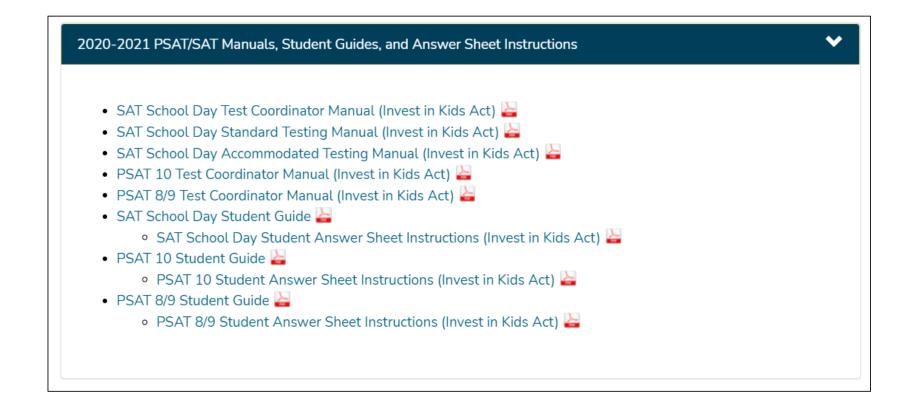


## **College Board Test Materials**

#### Invest in Kids Act— Assessment Page

- Establishment Survey Information
- General Timeline Document
- 2021 Manuals, Student Answer Sheet Instructions, and Student Guides

https://www.isbe.net/Pages/ testinvestinkidsact.aspx





### **Training**

#### Training

- Test coordinators will complete the training available within their College Board Educator account.
- SSD coordinators are recommended to complete the updated SSD online training available <u>here</u>.

My College Board Professional Account

My Tools And Services

Test Administration Training for the SAT Suite of Assessments



### **Off-Site Testing**

**Off-Site Testing** 

- Off-site testing may be used if a school is unable to comply with testing conditions due to the following reasons:
  - School is unable to comply with testing conditions due to inadequate space
  - •School is unable to comply with testing conditions due to insufficient number of personnel
- Schools administering SAT School Day, the PSAT 10, and the PSAT 8/9 under the Invest in Kids Act (orders are placed within the Test Ordering System) are not required to complete an off-site form.
- Schools will not need to submit an off-site plan for approval for their SAT School Day spring 2021 administrations. For SAT School Day, the PSAT 10, and the PSAT 8/9, test coordinators will select the off-site testing sites and order materials for those sites accordingly.
- Schools following local health guidelines can use this option to distribute students among multiple locations, allowing for more distance between test takers.

**Off-Site Testing** 

- To ensure accurate test material tracking, security, and adherence to test administration policies:
  - Record the off-site testing location name and testing room code(s).
  - Provide test books in intact bundles.
  - Record the number of test books provided to each off-site testing location.
- Order extra materials in proportion to the number of off-site testing locations you're using to avoid the need to break test book bundles.
- College Board recommends that schools return materials from off-site and primary testing locations in one consolidated shipment for each test administration date, if possible.
  - If you plan to return materials directly from each site, contact customer service using the contact information listed in the coordinator manual to request additional test materials return kits.



# Accommodations & Supports

Services for Students with Disabilities (SSD)

English Learner (EL) Supports

#### Accommodations

#### Accommodation requests approved by the College Board are required for PSAT 8/9, PSAT 10, and SAT School Day.

- Accommodations requests must be submitted by the SSD coordinator in the SSD system to be approved before the ordering deadline.
- SSD coordinators will use SSD Online to submit accommodation requests on the behalf of students.
- Schools can have multiple SSD coordinators.
- If the SSD Coordinator is new, the following form must be completed: <a href="https://accommodations.collegeboard.org/pdf/ssd-coordinator.pdf">https://accommodations.collegeboard.org/pdf/ssd-coordinator.pdf</a>.
- Once approved, students remain approved for College Board accommodations for all other College Board assessments, including AP® exams. If a student's IEP or 504 changes, the SSD coordinator can modify the requested accommodations in SSD Online.
- If students test with any accommodations that are not preapproved by the College Board, scores for those students will not be reported.

**Accommodations and SSD Coordinators** 

- Each school should follow state and district procedures for collecting consent to request accommodations for students with disabilities and also for English Learners, as applicable.
  - https://accommodations.collegeboard.org/forms
  - Accommodations requests are submitted by each school's SSD coordinator via SSD Online.

#### Accommodations

- For students testing under the Invest in Kids Act, accommodation requests must be entered in SSD Online for all three assessments, PSAT 8/9, PSAT 10, and SAT School Day.
- The entry of PSAT 8/9 accommodations is required for state assessments, therefore, for students testing under the Invest in Kids Act, accommodations must be entered for students in Grade 9. This guidance is <u>not</u> provided in College Board's SSD Online.



#### Changes for 2021

#### **Accommodation Names**

Certain accommodations are referred to in new ways (how they're administered won't change):

- 50% extended time is now "time and one-half (+50%)"
- 100% extended time is now "double time (+100%)"
- Braille graphs and figures is now "raised line drawings"
- Magnifiers and magnifying machines are now "non-electronic magnifying devices" and "electronic magnifying devices" respectively
- MP3 audio is now "pre-recorded audio (MP3)"
- Large-block answer sheet is now "large-print answer sheet"
- Written copy of oral instructions is now "printed copy of verbal instructions"





#### Changes for 2021

**SSD Online** 

SSD Online will release a series of enhancements which were developed in partnership with SSD Coordinators:

A modern, streamlined user experience

- User-friendly dashboard with improved filtering and access to student information
- Simplified accommodations request process

SSD Online will look different, but there won't be any changes to:

- Accessing the system
- How accommodations will be reviewed
- Deadlines to submit requests

For an on-demand training on SSD, visit the following <u>link</u>.



#### Accommodations

#### **Test Formats for Students with Disabilities**

After accommodations have been entered and approved in SSD online, the test coordinator must place an order for any required nonstandard materials.

- For students testing under the Invest in Kids Act, accommodation requests must be entered in SSD Online for all three assessments, PSAT 8/9, PSAT 10, and SAT School Day.
- After approval for accommodations is provided, test coordinators must order nonstandard test formats for students who need them.
- The following formats are examples of alternate formats that can be ordered online. This list is not exhaustive and may vary by assessment.
  - Raised Line Drawings
  - Large-Print
  - Prerecorded Audio
  - Human Reader

**English Learner Supports** 

English learners (EL) are able to utilize EL supports for Spring 2021 testing.

These supports include:

- Use of an approved word-to-word bilingual dictionary
- Use of translated test directions, and
- 50% extended time

Students may use one or any of these supports in combination. Students will receive college-reportable scores when any of these supports are used.

**English Learner Supports** 

Use of an approved word-to-word bilingual dictionary:

- List includes approximately 100 dictionaries.
- Use of dictionary does NOT require an approval by College Board.

Use of translated test directions:

- Translated test directions will be available in PDF format for each assessment. Schools
  must print the directions for students, no printed test directions will come with test
  materials.
- Directions will be available in Albanian, Arabic, Bengali, Chinese (Mandarin), French, Gujarati, Haitian Creole, Hindi, Polish, Portuguese, Russian, Spanish, Urdu, and Vietnamese. The College Board will also support "on the fly" translations of directions by district-approved translators.
- Use of translated test directions does NOT require an approval by College Board.
- Translations will be available to print in February at:
   <a href="https://collegereadiness.collegeboard.org/educators/k-12/english-learner-supports">https://collegereadiness.collegeboard.org/educators/k-12/english-learner-supports</a>

**English Learner Supports** 

Use of Time and One-half (+50%):

- Students will receive time and one-half (+50%) on each section of the assessment. Students must sit for the entire time allotted and cannot go ahead in the test even if they are the only one testing.
- Although not an accommodation, EL students requiring time and onehalf (+50%) will need to be identified in SSD Online.
- Schools can request 50% extended time for ELs starting in Mid-January through the English Learner Support dashboard in SSD Online. Students will be automatically approved and no supporting documentation is required.
- EL students using 50% extended time can be tested with accommodated students who use the same timing and test materials.
  - Deadline to request extended time for ELs (English Learners): February 26, 2021, for PSAT 10 and PSAT 8/9.
  - Deadline to request extended time for ELs (English Learners): March 5, 2021, for SAT School Day

#### Accommodations

For an on-demand training on SSD, visit the following <u>link</u>.





### **Test Ordering System**

**Key Actions for Ordering** 

# Overview of College Board's Test Ordering System

National SAT School
Day Customer Service
Number for Educators:
888-SAT-HELP

National PSAT
Customer Service
Number for Educators:
888-477-7728

This guidance is provided for high schools that are not established as part of the ISBE SAT, PSAT 10, PSAT 8/9 administrations.

- Schools order PSAT 8/9, PSAT 10, and SAT School Day tests through the College Board Test Ordering System: <a href="https://professionals.collegeboard.org/test-ordering-services">https://professionals.collegeboard.org/test-ordering-services</a>
- The Test Ordering System is available **now** for placing orders for the April SAT School Day test administrations, as well as April PSAT 10 and PSAT 8/9 administrations.
- Within the Test Ordering System, coordinators are able to manage several processes for PSAT 8/9, PSAT 10, and SAT.
  - Place and manage standard and nonstandard test orders
  - Order student guides for SAT School Day and PSAT 10
  - Verify materials ordered
  - Request SAT School Day benefits for low-income students
  - Order test materials for the makeup date (SAT School Day only)
  - Complete the invoicing process

#### Educator Professional Log-In

#### **Requirements for Ordering:**

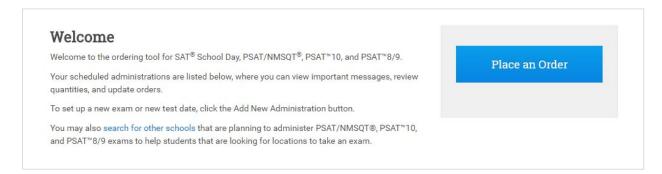
- Level 2 Attending Institution (Al Code)
- College Board Professional Educator Account
- Test Ordering Access Code

- In order to place an order for a school, a school must have an authorized Level 2 Al Code. If a school does not have a Level 2 Al Code, the school must apply for one through ETS: <a href="https://www.ets.org/">https://www.ets.org/</a>. In Illinois, the six-digit code begins with 14.
- Schools can locate Al Codes at: <a href="https://collegereadiness.collegeboard.org/k-12-school-code-search">https://collegereadiness.collegeboard.org/k-12-school-code-search</a>.
- To place orders in the Test Ordering System, a coordinator must have the following:
  - College Board Educator Professional Account. If the coordinator is creating an account for the first time, the coordinator will need the school's 6-digit Level 2 Al Code.
  - Test Ordering Access Code. If a test coordinator needs the Test Ordering Access code, PSAT/SAT Customer Service should be contacted.
- If a test coordinator has previously placed exam orders in the Test Ordering System, then there is no need to create a new account.

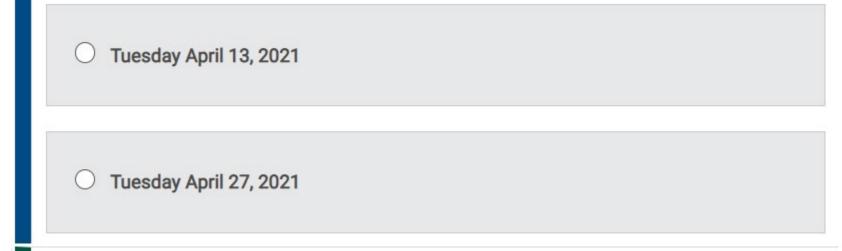
#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/timeline

#### Initiate SAT School Day Orders via the dashboard.



#### View all available SAT School Day Test Dates.



#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/timeline

#### Select a primary and makeup date.

Tuesday April 13, 2021

#### Makeup date

A makeup test is available for students who were absent on the primary date, or for students who experienced a testing irregularity that requires a makeup test.

After the primary test has been administered, schools can order makeup tests, if needed. Schools will have two days to order makeup tests from their primary administration.

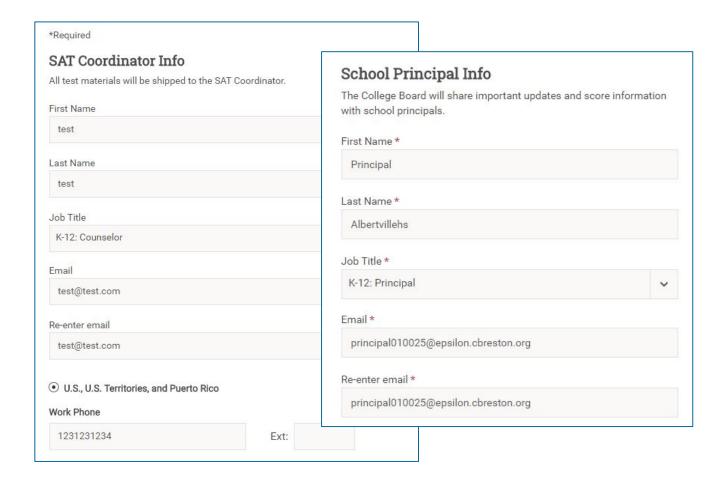
#### Tuesday April 27, 2021

☐ I understand that April 27<sup>th</sup> is the only available makeup date.

#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/timeline

#### Enter SAT Coordinator and Principal information



#### Please visit:

https://collegereadiness.colleg eboard.org/sat/k12educators/sat-schoolday/timeline

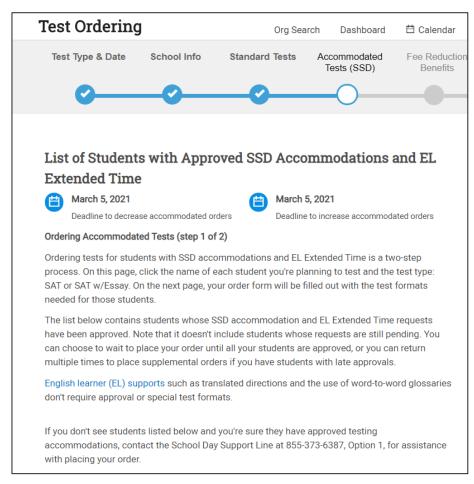
#### Enter standard test quantities.

Test	Ord	ering		Org Search	Dashboard	<b>⊟</b> Calendar			
Stan	Standard Test Books								
\$68.00 with Es	<b>Pricing:</b> The testing fee for the 2020-21 school year is \$52.00 for the SAT (without Essay) and \$68.00 for the SAT with Essay. There is a fee - \$26.00 for SAT (without Essay) and \$34.00 for SAT with Essay - for each unused test book exceeding 20% of the total number ordered (or a minimum of 10). Prices may vary by state or contract terms.								
Grade	e ?	Essay	Contract Coverage	Students Tested Last Year	Current Order				
1:	2	SAT (without Essay)	-	0					
	_	SAT with Essay	-	0					
1	1	SAT (without Essay)	-	0					
	•	SAT with Essay	-	0	5				
Oth	ner	SAT (without Essay)	-	0					
	other	SAT with Essay	-	0					
			Subtotal SAT (Rounded Up)	Subtotal SAT without Essay (Rounded Up)					
	Subtotal SAT with Essay (Rounded Up)			5					

#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/timeline

Select SSD quantities based off approved students. Review the SSD order and accept the SSD Terms and Conditions.

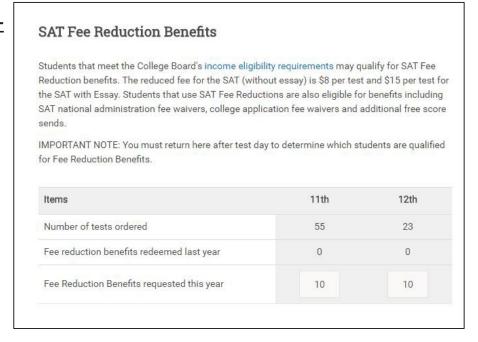


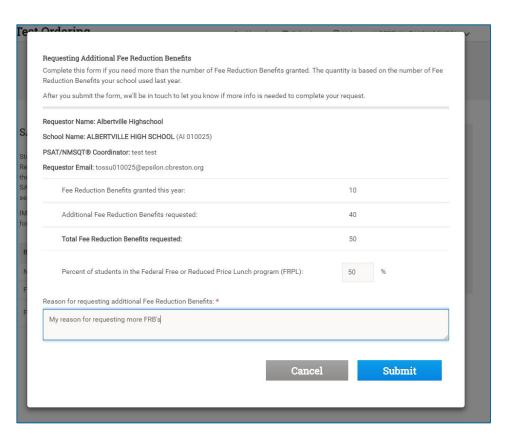
Request Fee Reduction Benefits (FRB). If requesting more benefits than granted (per the benefits approved the prior year), the user will need to submit a request for review for the increase.

#### Please visit:

https://collegereadiness.colleg

eboard.org/sat/k12educators/sat-schoolday/timeline



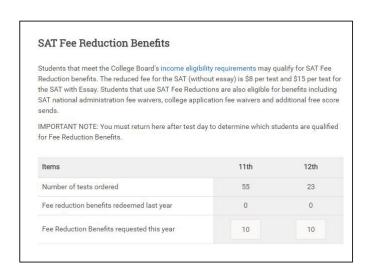




#### SAT School Day Benefits for Low-Income Students

#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/about



Low-income students participating in SAT School Day are eligible for the same benefits as students who use fee waivers for weekend administrations:

#### **Free Tests and Feedback**

- 2 free Saturday SATs, with or without the essay
- 6 free SAT Subject Tests
- 2 free Question-and-Answer Service (QAS) or Student Answer Service (SAS) reports

#### Free College Benefits

- Unlimited score reports to send to colleges
- Waived application fees at participating colleges
- Free CSS Profile applications to apply for financial aid from participating colleges

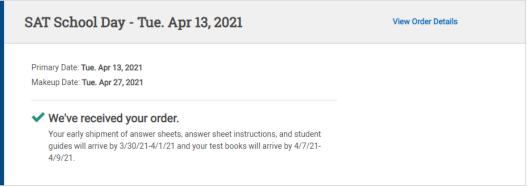
Students are considered low-income and eligible for additional SAT School Day benefits if:

- They're enrolled in or eligible to participate in the National School Lunch Program (NSLP).
- Their annual family income falls within the Income Eligibility Guidelines set by the USDA Food and Nutrition Service.
- They're enrolled in a federal, state, or local program that aids students from low-income families (e.g., Federal TRIO programs such as Upward Bound).
- Their family receives public assistance.
- They live in federally subsidized public housing or a foster home, or are homeless.
- They are a ward of the state or an orphan.



#### Please visit:

https://collegereadiness.collegeboard.org/sat/k12-educators/sat-school-day/timeline



#### Submit order and access the final order via the dashboard.

Order Details - SAT School Day - Tue. Apr 13, 2021 **Back to Dashboard** SAT School Day Overview Standard Test Shipping Status Standard Tests (Primary Test Date) **Update Quantities** SAT Fee Reduction Benefits Tests Covered by Primary Date Order Grade ? Shipped District/State **Current Order** Standard Test SAT (without essay) 0 (S) 12 SSD Materials SAT with Essay 0 (S) SAT (without essay) 0 (S) 11 SAT with Essay 9 (S) 0 (S) SAT (without essay) Other SAT with Essay 0 (S) Subtotal SAT without Essay (Rounded Up) (D) Ordered by District Subtotal SAT with Essay 10 (S) Ordered by School (Rounded Up) **TOTAL Standard Tests** 10

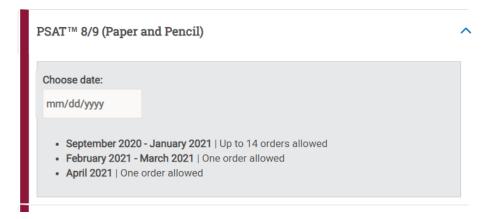


### PSAT 10 and PSAT 8/9 Ordering

#### Please visit:

https://collegereadiness.collegeboard.org/psat -8-9/k12-educators/ordering

https://collegereadiness.collegeboard.org/psat -nmsqt-psat-10/k12-educators/ordering

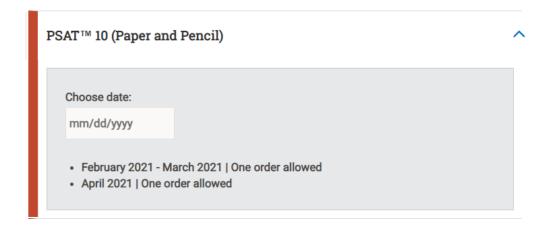


Initiate PSAT orders via the dashboard.



Select an administration and a test date in April.

Note: When selecting PSAT 8/9 or PSAT 10 test dates, the user will be provided a calendar to select a date.





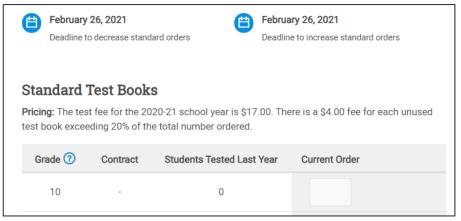
### PSAT 10 and PSAT 8/9 Ordering

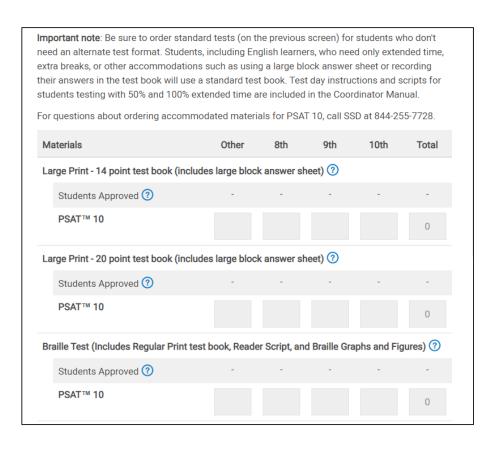
#### Select standard and non-standard test quantities and accept the Terms and Conditions.

#### Please visit:

https://collegereadiness.collegeboard.org/psat-8-9/k12-educators/ordering

https://collegereadiness.collegeboard.org/ psat-nmsqt-psat-10/k12educators/ordering







### PSAT 10 and PSAT 8/9 Ordering

#### Please visit:

https://collegereadiness.collegeboard.org/ psat-8-9/k12-educators/ordering

https://collegereadiness.collegeboard.org/ psat-nmsqt-psat-10/k12educators/ordering

#### Submit the final order.

