



Invest in Kids Act  
SAT®

PSAT™ 10

PSAT™ 8/9

Spring 2020 Implementation



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# Agenda

- Invest in Kids Act: SAT (for grade 11), PSAT 10 (for grade 10), and PSAT 8/9 (for grade 9) administration
- General Timeline
- Off-site Testing
- Accommodations & English Learner (EL) Supports
- Test Ordering System
- Invoicing
- Final Information
- Questions and Answers

# SAT School Day Test Dates

SAT Administration	Option 1: SAT April Administration	Option 2: SAT March Administration
SAT Primary Test Date	Tuesday, April 14, 2020	Wednesday, March 25, 2020
SAT Makeup Test Date	Tuesday, April 28, 2020	Tuesday, April 28, 2020
SAT Accommodated Test Window	April 14-27, 2020	March 25-April 7, 2020

- Most students will be required to test on a single day. Students with accommodations that require extending testing time beyond a standard school day or require a separate setting or test format will have an accommodated window to complete testing.
- Option 2 is available to schools out of session April 13-17 or for which April 14 is the first day back in session.
- General Timeline: <https://www.isbe.net/Documents/SAT-PSAT-InvestinKids-general-timeline-2020.pdf>

Contact the Department of Assessment at [assessment@isbe.net](mailto:assessment@isbe.net) or 866-317-6034 if your school has scheduling conflicts.

# PSAT 10 and PSAT 8/9 Test Dates

PSAT 10 and PSAT 8/9 Administration	Option 1: Schools in Session April 13-17	Option 2: Schools NOT in Session April 13-17
PSAT 10 and PSAT 8/9 Primary Test Date	April 14, 15, or 16, 2020	April 20, 21, or 22, 2020*

- PSAT 10 and PSAT 8/9 must be administered within the same selected option. Schools cannot split testing between April 14-16 (Option 1) and April 20-22 (Option 2).
- Students in the same grade level must participate in the assessment on the same day.
- Option 2, April 20, 21 or 22 is only available to schools out of session three or more days the week of April 13
- General Timeline: <https://www.isbe.net/Documents/SAT-PSAT-InvestinKids-general-timeline-2020.pdf>

Contact the Department of Assessment at [assessment@isbe.net](mailto:assessment@isbe.net) or 866-317-6034 if your school has scheduling conflicts.

# Before Test Day

Activity	April Timeline	March Timeline (SAT School Day only)
Establishment Survey Deadline	January 10, 2020	January 10, 2020
Offsite Testing: <a href="#">Offsite Testing Link</a>	December 20, 2019	December 20, 2019
Request Accommodations:	<p>Now - February 24, 2020 for <b>SAT School Day*</b>            *Deadline to request extended time for ELs (English Learners): March 6, 2020, for SAT School Day</p> <p>Now-February 21, 2020, for <b>PSAT 10 and PSAT 8/9*</b>            *Deadline to request extended time for ELs (English Learners): February 28, 2020, for PSAT 10 and PSAT 8/9</p>	<p>Now - February 4, 2020 for SAT School Day*</p> <p>*Deadline to request extended time for ELs (English Learners): February 21, 2020</p>
AI Code Establishment Follow-Up	Now-January 2020	Now-January 2020
Deadline to Order SAT School Day Materials: Standard and Nonstandard	March 6, 2020	February 21, 2020
Final Deadline to Order PSAT 8/9 & PSAT 10 Materials: Standard and Nonstandard	<p>February 28, 2020*</p> <p>*Select the preadministration option on the ordering website by February 14 to receive answer sheets and coordinator manuals by March 13, 2020, for PSAT 10 &amp; PSAT 8/9.</p>	N/A

# Before Test Day

Activity	April Timeline	March Timeline (SAT School Day only)
Test Day Online Training for SAT School Day Test Day Online Training for PSAT 10 and PSAT 8/9 is optional.	Early March – Early April for SAT School Day	Mid February – Mid March for SAT School Day
Preadministration Materials & Student Guides in Schools for SAT School Day Preadministration Materials & Students Guides in Schools for PSAT 10. Digital versions of Student Guides for PSAT 8/9 available: <a href="https://collegereadiness.collegeboard.org/pdf/psat-8-9-student-guide.pdf">https://collegereadiness.collegeboard.org/pdf/psat-8-9-student-guide.pdf</a>	March 31-April 2 for SAT School Day  April 6 for PSAT 10 & PSAT 8/9* *March 13, 2020, if preadministration materials were ordered by February 14, 2020.	March 10-12 for SAT School Day
Conduct Preadministration Session for SAT School Day, PSAT 10, and PSAT 8/9.	Mid-March-April 13, 2020	March 13-March 24, 2020

# After Test Day

Activity	April Timeline	March Timeline (SAT School Day only)
Test Materials in Schools	April 7-10, 2020 for SAT School Day April 6, 2020 for PSAT 10 & PSAT 8/9	March 18-23, 2020 for SAT School Day
Test Administration	SAT School Day: April 14, 2020 PSAT: April 14, 15, or 16, 2020 PSAT (Alternate): April 20, 21, or 22, 2020	SAT School Day March 25, 2020
Return Test Materials	April 14-15, 2020 for SAT School Day Option 1: April 17, 2020 for PSAT 8/9 & 10 Option 2: April 22, 2020 for PSAT 8/9 & 10	March 25-26, 2020 for SAT School Day
Window to order test books for SAT makeup test	April 14-16, 2020 for SAT School Day	March 25-27, 2020 for SAT School Day
Makeup SAT Test Materials in Schools	April 21-24, 2020	March 25-27, 2020
Makeup SAT Test Administration	April 28, 2020	April 28, 2020
Final Makeup SAT Materials Return for Scoring	April 28-29, 2020	April 28-29, 2020

# School Establishment



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# Prepare Your School

## 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.
- ISBE will post a list of established schools on:  
<https://www.isbe.net/Pages/testinvestinkidsact.aspx>

# Off-Site Testing

# Prepare Your School

## Off-Site Testing

- Off-site testing may be requested 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
  - More than one school is sending students to the same off-site testing location: Comingled Testers
- An off-site form must be submitted to receive approval to securely transport SAT test materials to an off-site location. All off-site testing locations must be approved by the College Board staff to make sure they meet testing, staffing, training, and security requirements. Off-site testing allows your school staff to transport secure SAT test materials to another location for testing.
- The off-site form is available here: <https://www.isbe.net/Documents/SAT-InvestinKids-OffSite-2020.pdf>
- The deadline to submit the off-site form is **Friday, December 20, 2019.**

# 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: <https://accommodations.collegeboard.org/pdf/ssd-coordinator.pdf>.
- Once approved, students remain approved for College Board accommodations for all other College Board assessments, including AP<sup>®</sup> 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.

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# 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 **not** provided in College Board's SSD Online.

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# Accommodations

**For an on-demand training on SSD, visit:**

- <https://accommodations.collegeboard.org/webinar-understanding-accommodations-process>

**For more information on submitting requests in SSD, visit:**

- <https://accommodations.collegeboard.org/ssd-online/submit-requests>

**For more information on managing accommodations, visit:**

- <https://accommodations.collegeboard.org/ssd-online/manage-accommodations>

# 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.
  - Braille
  - Large-type
  - MP3 files
  - Reader's script
  - Regular Type for Extended Time



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# Prepare Your School

## English Learner (EL) Supports

English learners (ELs) will continue to be able to utilize EL supports for the spring 2020 SAT, PSAT 10, and PSAT 8/9 administration.

These supports include:

- Use of an approved word-to-word bilingual glossary
- 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.

# Prepare Your School

## English Learner (EL) Supports

### **Use of an approved word-to-word bilingual glossary:**

- List includes approximately 100 glossaries for spring 2020.
- Use of glossary does NOT require an approval by College Board.

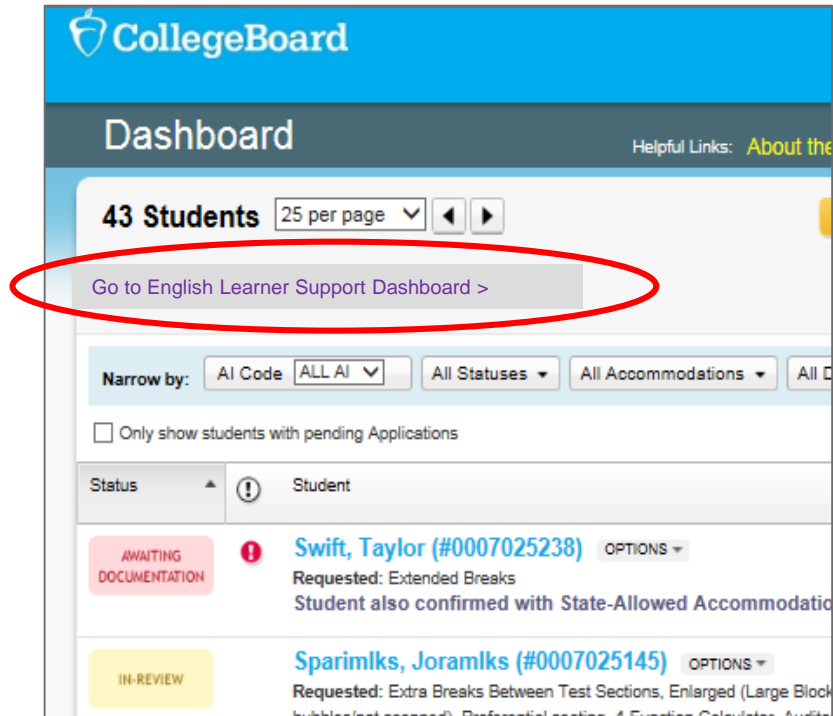
### **Use of translated test directions:**

- 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), Gujarati, French (new for Spring 2020), 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.

**The approved bilingual glossary list and translated test directions are available at <https://collegereadiness.collegeboard.org/educators/k-12/english-learner-supports>.**

# Prepare Your School

## English Learner (EL) Supports



### Use of 50% extended time:

- Students will receive 50% extended time on each section of the SAT, PSAT 10, or PSAT 8/9. 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 50% extended time **will** need to be identified in SSD Online.
- School staff can request 50% extended time for ELs 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 other students with accommodations testing with the same timing and test materials.
- The EL Support Dashboard will be available no later than January 14, 2020.

# 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:  
<https://professionals.collegeboard.org/test-ordering-services>
- The Test Ordering System is available **now** for placing orders for the March SAT School Day and April 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 (AI 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 AI Code. If a school does not have a Level 2 AI Code, the school must apply for one through ETS: <https://www.ets.org/>. In Illinois, the six-digit code begins with 14.
- Schools can locate AI Codes at: <https://collegereadiness.collegeboard.org/k-12-school-code-search>.
- 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 AI 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.

# SAT School Day Ordering

Please visit:

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

Initiate SAT School Day Orders via the dashboard.

### Welcome

Welcome to the ordering tool for SAT® School Day, PSAT/NMSQT®, PSAT™10, and PSAT™8/9.

Your scheduled administrations are listed below, where you can view important messages, review quantities, and update orders.


To set up a new exam or new test date, click the Add New Administration button.

You may also [search for other schools](#) that are planning to administer PSAT/NMSQT®, PSAT™10, and PSAT™8/9 exams to help students that are looking for locations to take an exam.

[Place an Order](#)

View all available SAT School Day Test Dates.

## Test Ordering

Org Search Dashboard  Calendar

☐ Wednesday March 25, 2020

☐ Tuesday April 14, 2020

# SAT School Day Ordering

Please visit:

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

Select a primary and makeup date.

☒ Wednesday March 25, 2020

## 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 14, 2020

## 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 28, 2020

☐ I understand that April 28<sup>rd</sup> is the only available makeup date.



# SAT School Day Ordering

Please visit:

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

## Enter SAT Coordinator and Principal information

\*Required

### SAT Coordinator Info

All test materials will be shipped to the SAT Coordinator.

First Name

Last Name

Job Title

Email

Re-enter email

☒ U.S., U.S. Territories, and Puerto Rico

Work Phone

 Ext:

### School Principal Info

The College Board will share important updates and score information with school principals.

First Name \*

Last Name \*

Job Title \*

Email \*

Re-enter email \*

# SAT School Day Ordering

Please visit:

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

Enter standard test quantities.

Grade <sup>?</sup>	Essay	Contract Coverage	Students Tested Last Year	Current Order
12	SAT (without Essay)	-	0	23
	SAT with Essay	-	0	
11	SAT (without Essay)	-	0	55
	SAT with Essay	-	0	
Other	SAT (without Essay)	-	0	
	SAT with Essay	-	0	
Subtotal SAT without Essay (Rounded Up)				80
Subtotal SAT with Essay (Rounded Up)				0
Total Tests				80

# SAT School Day Ordering

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.

January 26, 2019

Deadline to decrease nonstandard orders

January 26, 2019

Deadline to increase nonstandard orders

Ordering Nonstandard Tests (step 1 of 2)

Ordering tests for students with accommodations is a two step process. On this page, the name of each student you are planning to test and the test type: SAT or SAT w/Essay will be filled out with the test formats needed for those students. The list below contains students whose accommodation requests have been approved. It doesn't include students whose accommodation requests are still pending. You must wait until all of your students are approved to place your order, or you can return to the list to place supplemental orders if you have students with late approvals.

If you do not see students listed below and you are sure they have approved test accommodations, contact the School Day Support Line at 855-373-6387, Option 1, with placing your order.

Your school's SSD coordinator: Tosallai Data

Select the students you are planning to test:

☐ Select All

☐ All SAT (without essay)

☐ All SAT w/Essay

Filter

☒ Nikum King

☒ SAT

☐ SAT w/Essay

☒ Onefirst Onelast

☒ SAT

☐ SAT w/Essay

☐ Threefirst Threelast

Other

☐ Twofirst Twolast

Other

January 26, 2019

Deadline to decrease nonstandard orders

January 26, 2019

Deadline to increase nonstandard orders

Ordering Nonstandard Tests (step 2 of 2)

This page shows your nonstandard test material order, which has been automatically populated based on the student names you selected. You may not edit this page. If any of the quantities or formats seem incorrect, please contact the School Day Support Line at 855-373-6387, Option 1.

Materials	Other	11th	12th	Total
Regular Type Test Book				
Students Approved	-	-	1	-
SAT (without Essay)			1	5
SAT with Essay				0
Regular Type Nonstandard Test Book				
Students Approved	4	2	-	-
SAT (without Essay)		1		1
SAT with Essay				0

ALBERTVILLE HIGH SCHOOL (010025)

SAT School Day

Wed. March 6, 2019

☒ My order is accurate, and I agree to the [terms and conditions](#).

Continue

Cancel & Exit

ERROR: You need to accept the terms and conditions before continuing.

# SAT School Day Ordering

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.collegeboard.org/sat/k12-educators/sat-school-day/timeline>

### SAT Fee Reduction Benefits

Students that meet the College Board's income eligibility requirements may qualify for SAT Fee Reduction benefits. The reduced fee for the SAT (without essay) is \$8 per test and \$15 per test for the SAT with Essay. Students that use SAT Fee Reductions are also eligible for benefits including SAT national administration fee waivers, college application fee waivers and additional free score sends.

IMPORTANT NOTE: You must return here after test day to determine which students are qualified for Fee Reduction Benefits.

Items	11th	12th
Number of tests ordered	55	23
Fee reduction benefits redeemed last year	0	0
Fee Reduction Benefits requested this year	<input type="text" value="10"/>	<input type="text" value="10"/>

ALBERTVILLE HIGH SCHOOL  
(010025)

SAT School Day

Wed. March 6, 2019

[Continue](#)

[Cancel & Exit](#)

### Requesting Additional Fee Reduction Benefits

Complete this form if you need more than the number of Fee Reduction Benefits granted. The quantity is based on the number of Fee Reduction Benefits your school used last year.

After you submit the form, we'll be in touch to let you know if more info is needed to complete your request.

Requestor Name: Albertville Highschool

School Name: ALBERTVILLE HIGH SCHOOL (AI 010025)

PSAT/NMSQT® Coordinator: test test

Requestor Email: tossu010025@epsilon.cbreston.org

Fee Reduction Benefits granted this year:	10
Additional Fee Reduction Benefits requested:	40
Total Fee Reduction Benefits requested:	50
Percent of students in the Federal Free or Reduced Price Lunch program (FRPL):	<input type="text" value="50"/> %

Reason for requesting additional Fee Reduction Benefits: \*

My reason for requesting more FRB's

[Cancel](#) [Submit](#)

# 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.

### SAT Fee Reduction Benefits

Students that meet the College Board's [income eligibility requirements](#) may qualify for SAT Fee Reduction benefits. The reduced fee for the SAT (without essay) is \$8 per test and \$15 per test for the SAT with Essay. Students that use SAT Fee Reductions are also eligible for benefits including SAT national administration fee waivers, college application fee waivers and additional free score sends.

IMPORTANT NOTE: You must return here after test day to determine which students are qualified for Fee Reduction Benefits.

Items	11th	12th
Number of tests ordered	55	23
Fee reduction benefits redeemed last year	0	0
Fee Reduction Benefits requested this year	<input type="text" value="10"/>	<input type="text" value="10"/>

ALBETVILLE HIGH SCHOOL  
(010025)

SAT School Day  
Wed. March 6, 2019

[Continue](#)

[Cancel & Exit](#)

# SAT School Day Ordering

Please visit:

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

Submit order and access the final order via the dashboard.

Review Your Order

Overview

Standard Material and Additional Material

Standard Test Materials

Update

Grade		Contract Coverage	Current Order
12	SAT (Without Essay)	-	23 (S)
	SAT With Essay	-	0
11	SAT (Without Essay)	-	55 (S)
	SAT With Essay	-	0
Other	SAT (Without Essay)	-	0
	SAT With Essay	-	0

(D) Ordered by District  
(S) Ordered by School

ALBERTVILLE HIGH SCHOOL  
(010025)  
SAT School Day  
Wed. March 6, 2019

Submit Order

Cancel and Exit

Your Administrations

SAT School Day - Wed. Mar 6, 2019

View Order Details

Primary Date: Wed. Mar 6, 2019  
Makeup Date: Tue. Apr 9, 2019

✓ We've received your order.

Your early shipment of answer sheets, answer sheet instructions, and student guides will arrive by March 27, 2019 and your test books will arrive by .

# 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.

**Welcome**

Welcome to the ordering tool for SAT® School Day, PSAT/NMSQT®, PSAT™10, and PSAT™8/9.

Your scheduled administrations are listed below, where you can view important messages, review quantities, and update orders.

To set up a new exam or new test date, click the Add New Administration button.

You may also [search for other schools](#) that are planning to administer PSAT/NMSQT®, PSAT™10, and PSAT™8/9 exams to help students that are looking for locations to take an exam.

[Add New Administration](#)

Select an administration and a test date.

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

## PSAT™ 8/9 (Paper and Pencil)

**Choose date:**

mm/dd/yyyy

- September 2019 - January 2020 | Up to 13 orders allowed
- February 2020 - March 2020 | One order allowed
- April 2020 | One order allowed

## PSAT™ 10 (Paper and Pencil)

**Choose date:**

mm/dd/yyyy

- February 2020 - March 2020 | One order allowed
- April 2020 | One order allowed




# 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>

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

 June 29, 2018  
Early Order Deadline


 September 12, 2018  
Deadline to increase standard orders


### Standard Test Books

**Pricing:** The testing fee for the 2018-19 school year is \$16.00. There is a \$4.00 fee for each unused test book exceeding 20% of the total number ordered.

Grade ?	Contract	Students Tested Last Year	Current Order
11	-	0	50
10	-	0	
^ PSAT/NMSQT® for other grades			
Total			50

### Nonstandard PSAT/NMSQT® Materials

 September 12, 2018  
Deadline to decrease nonstandard orders

 September 12, 2018  
Deadline to increase nonstandard orders

Speak with your school's SSD Coordinator Tosallai Data to determine which students have been approved by the College Board to test with nonstandard test materials such as large print test or large block answer sheet.

**Important note:** Be sure to order standard tests (on the previous screen) for students who don't need an alternate test format. Students who need only extended time, extra breaks, or other accommodations such as using a large block answer sheet or to record their answers in the test book will use a standard test book. Test day instructions and scripts for students testing with 50% and 100% extended time will be included in the standard coordinator manual.

For questions about ordering nonstandard materials for PSAT/NMSQT, call 888-477-7728.

Materials	Other	8th	9th	10th	11th	Total
14 pt test book (includes large block answer sheet) ?						
Students Approved ?	-	-	-	1	4	-
PSAT/NMSQT®					2	2
20 pt test book (includes large block answer sheet)						
Students Approved ?	-	-	-	-	4	-
PSAT/NMSQT®					1	1

Sat. October 13, 2018

☒ My order is accurate, and I agree to the terms and conditions.

Continue

Cancel & Exit



# 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>

Submit the standard order.

Review Your Order

Overview

Standard Material and Additional Material

Standard Test Materials

Update

Grade	Contract Coverage	Current Order
11	-	50 (S)
10	-	0
9	-	0
8	-	0
Other	-	0

(D) Ordered by District

(S) Ordered by School

TOTAL Standard Tests (Rounded Up)

50

GEORGETOWN VISITATION PREP  
SCH (090080)

PSAT/NMSQT®

Sat. October 13, 2018

Submit Order

Cancel and Exit

# 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>

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

### List of Students with Approved SSD Accommodations

January 26, 2019  
Deadline to decrease nonstandard orders

January 26, 2019  
Deadline to increase nonstandard orders

Ordering Nonstandard Tests (step 1 of 2)

Ordering tests for students with accommodations is a two step process. On this page, click the name of each student you are planning to test and the test type: SAT or SAT w/Essay. On the next page, your order form will be filled out with the test formats needed for those students.

The list below contains students whose accommodation requests have been approved. Note that it doesn't include students whose accommodations requests are still pending. You can choose to wait until all of your students are approved to place your order, or you can return multiple times to place supplemental orders if you have students with late approvals.

If you do not see students listed below and you are sure they have approved testing accommodations, contact the School Day Support Line at 855-373-6387, Option 1, for assistance with placing your order.

Your school's SSD coordinator: Tosallai Data

Select the students you are planning to test:

☐ Select All

☐ All SAT (without essay)

☐ All SAT w/Essay

Filter by Grade ▼

<input checked="" type="checkbox"/> Nikum King	<input checked="" type="radio"/> SAT	<input type="radio"/> SAT w/Essay	12th Grade
<input checked="" type="checkbox"/> Onefirst Onelast	<input checked="" type="radio"/> SAT	<input type="radio"/> SAT w/Essay	11th Grade
<input type="checkbox"/> Threefirst Threelast			Other
<input type="checkbox"/> Twofirst Twolast			Other

### Standard SAT School Day Materials

January 26, 2019  
Deadline to decrease nonstandard orders

January 26, 2019  
Deadline to increase nonstandard orders

Ordering Nonstandard Tests (step 2 of 2)

Review your nonstandard test material order, which has been automatically populated with student names you selected. You may not edit this page. If any of the quantities are incorrect, please contact the School Day Support Line at 855-373-6387, Option 1.

	Other	11th	12th	Total
Test Book				
Approved	-	-	1	-
Without Essay)			1	5
Essay				0
Nonstandard Test Book				
Approved	4	2	-	-
Without Essay)		1		1
Essay				0

Wed. March 6, 2019

☒ My order is accurate, and I agree to the terms and conditions.

Continue

Cancel & Exit

ERROR: You need to accept the terms and conditions before continuing.

# 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>

Once the order is submitted, the final test order appears on the dashboard.

Primary Date: Sat. Oct 13, 2018

[Manage Fees](#)

✓ **We've received your order.**

Your student guides will ship in Mid-September. Schools testing on Oct. 10 and Oct. 13 will receive test materials by Oct. 4. Schools testing on Oct. 24 will receive test materials by Oct. 18.

# Invoicing

Key Actions for Invoicing

# Invoicing Timeline

Action	Invoice dates following SAT School Day: March 25	Invoice dates following SAT School Day: April 14	Invoice dates following SAT School Day: April 28	Invoice dates following PSAT 10	Invoice dates following PSAT 8/9
Invoice Process Begins: Sign in to Test Ordering to review answer sheet accounts, make grade level adjustments, enter billing info.	April 20, 2020	May 11, 2020	May 25, 2020	6-8 weeks after College Board receives answer sheets	6-8 weeks after College Board receives answer sheets
Deadline to complete invoice information	May 15, 2020	June 5, 2020	June 19, 2020	June 5, 2020	June 5, 2020
Invoices mailed to schools	Late May	Mid-June	Late June	Mid-June	Mid-June

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# College Board Test Coordinator Workshops

## In person support

In person test coordinator workshops will be offered in January, 2020.

More information will be sent via email and posted on the Invest in Kids Act webpage: <https://www.isbe.net/Pages/testinvestinkidsact.aspx>

A woman with long dark hair, wearing a dark red sweater, is writing on a whiteboard with a black marker. She is looking up at the board. Another person is partially visible behind her on the right. The entire image has a blue overlay.

Thank you!