

# College Admissions Standardized Testing Policies and Process

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# SAT and ACT

- Two college admissions tests
- Policies that high schools must follow to insure accommodations on college admissions testing
- This process must be started early (ideally during the 10<sup>th</sup> grade or before)

# 9<sup>th</sup> and 10<sup>th</sup> Grade Testing

- 9<sup>th</sup> grade extended-time testing is given by JHS based upon each student's Formal Written Plan
- 10<sup>th</sup> graded extended-time testing (pre-ACT) is also given by JHS based upon each student's Formal Written Plan
- In order to have a Formal Written Plan, each family must send adequate learning documentation to the ASC director and meet with the ASC director to create a FWP

# PSAT, SAT, AP, ACT

- Junior Year standardized testing sequence
- ✓ October – PSAT
- ✓ Second semester testing should include the SAT and ACT
- In order to apply for accommodations such as extended-time, the student must be using the same accommodations in school
- Complete learning documentation must be on file in the ASC in order for documentation submission to the College Board and/or ACT
- This type of learning documentation is called a Psycho-educational evaluation

# SAT/ACT Policies

- Educational Testing must be up to date
- ✓ SAT - testing no older than 5 years
- ✓ ACT – testing no older than 3 years
- 504 plans, FWPs, Dr. notes, and IEPs are not considered adequate learning documentation to secure accommodations on the SAT/ACT tests
- Learning documentation must have a DSM V diagnosis

# SAT/ACT Policies

- Learning documentation must:
  - ✓ Have both cognitive and achievement testing
  - ✓ Provide measurable impairment of academic achievement
  - ✓ Present a history of the disabling condition and impact on learning
  - ✓ Provide tests/scores used to arrive at diagnostic impressions

# SAT/ACT Policies

- ✓ Provide testing both with and without extended-time
- ✓ Offer explicit recommendations and accommodations based on individual learning needs
- ✓ Include the evaluator's professional credentials
- ✓ School based interventions and SAT/ACT accommodations may differ

# SAT (College Board) Process

- Start early! (It can take up to 7 weeks for them to review)
- Bring learning documentation to the ASC
- Meet with ASC director and create an FWP
- Sign parent consent forms and discuss accommodations that you wish to secure for college admissions testing
- ASC director will submit learning documentation and the College Board will send you a letter with their decision



# SAT (College Board Process)

- Jesuit High School also receives a letter with their decision
- Student is approved for accommodations for the duration of high school (including AP testing).
- If the ASC has complete learning documentation, the process can begin as early as the ninth grade
- Once approved, the student can sign up for the SAT at any time (recommended second semester of junior year)
- Student must sign up and mark the box indicating that they want to use their approved accommodations

# ACT Process

- When a student has complete learning documentation, has met with the ASC, and has a Formal Written Plan:
  - ✓ The student signs up to take the ACT during the second semester of junior year with accommodations
  - ✓ The student will receive an email that they should forward to the ASC with their ACT ID#
  - ✓ Once the ASC receives this communication, they will submit learning documentation
  - ✓ The ACT will make the final determination and notify the ASC of their decision
  - ✓ The ASC will email the decision home

# Process

1. Secure psycho-educational evaluation (Referrals for educational evaluations are available through the Counseling Center and the Academic Support Center as needed)
2. Email documentation to ASC and set-up a meeting to create a Formal Written Plan
3. The FWP is available to teachers on PS for the duration of their high school years and is a part of the student's cum file in the Main Office

# Important Links to Review

- <https://accommodations.collegeboard.org/request-accommodations/requesting-accommodations>
- <https://www.act.org/content/act/en/products-and-services/the-act/registration/accommodations.html>