

Process for Requesting Accommodations SAT or ACT

SAT

Step 1- contact your school counselor regarding College Board requests for SAT test accommodations.

Step 2- Discuss with your counselor the appropriate accommodations to request for the SAT.

Step 3- Your counselor will upload the accommodations request to the College Board database.

Step 4- College Board will send a decision letter to parents and counselors regarding the approval decision for SAT.

Step 5- You may register for the SAT online at <https://www.collegeboard.org>

Note:

*College Board accommodations requests should be submitted 3 months prior to the actual test date. Please see <https://www.collegeboard.org> for accommodation deadline requests per test date.

*Accommodation approval decisions are determined solely by College Board.

ACT

Step 1- Register for the ACT test with accommodations at <https://www.act.org>

Step 2- Alert your school counselor that you have registered for the ACT with accommodations AND schedule time to discuss appropriate accommodations the counselor will submit on your behalf.

Step 3- ACT will contact your school counselor to submit required documentation needed for the ACT accommodations request.

Step 4- ACT will send a decision letter through the ACT database.

Note:

*ACT accommodations requests should be submitted 3 months prior to the actual test date. Please see <https://www.collegeboard.org> for deadlines for accommodations requests.

*Accommodation approval decisions are determined solely by ACT.