



College Board and ACT Accommodations

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During junior year, our students take the ACT and/or SAT. Both of these standardized tests can be administered with accommodations when it is appropriate. In order to apply for accommodations, the following steps must be taken:

For the ACT:

- Create an ACT web account, or log in to an existing account.
- Register for a test date. When registering for the test, examinees must indicate that they are requesting accommodations.
- Once an examinee has registered online for the ACT, ACT will automatically email instructions regarding how to work with a qualified school official to request accommodations and submit supporting documentation via the Test Accessibility and Accommodations System (TAA).
- Supporting documentation will include all documentation that has been provided to Fenwick that verifies the need for accommodations and proof that these accommodations have been used in the school setting.

For the SAT and College Board tests, including the PSAT and AP exams:

- No test registration is needed prior to applying for SAT accommodations.
- Application for accommodations on the SAT is completed online by a qualified school official if it is requested by the parent, appropriate documentations are on file, and accommodations have been used in the school setting.

Please be aware of the following:

1. Fenwick *does not* approve the accommodations; we only submit the documentation. All accommodations are approved or rejected by ACT or The College Board.
2. There are deadlines for accommodations requests for each test. Deadlines for the upcoming testing year are posted on each website (see links below).
3. Fenwick *does not* request accommodations for ACT or SAT for any student until the parent/student requests us to do so.
 - *Extended time requests for the fall PSAT are completed by request only, and Ms. David must receive the request before August 1 of that calendar year.*
 - The standard accommodations applied for are time-and-one half (in one sitting) and small group test setting. The rationale behind this is that the student utilizes the same timing accommodation on each test that he/she takes in the classroom setting at Fenwick. Other, more specialized accommodations must be discussed with Ms. David prior to the request.
4. In order to submit the request, we also must have a signed consent form to release information.