



The ACT[®] Test Accommodations and English Learner Supports

Agenda

We'll cover:

- What's New
- Review Process
- Planning for Test Day Grouping Students
- Accommodated Materials
- Submitting Requests
- Qualified Exceptions to the Deadline
- Transferring Answers
- Oral Presentation
- Accommodations and Supports Roster
- Resources



Helpful Resources



[The ACT Test](#) [District Testing](#) [Administer District Testing](#) [About the ACT](#) [Success Stories](#) [Contact Us](#)

 **Important Announcement**

Documents will be replaced as they become available for Fall 2025 testing.



ACT District Testing on ACT Now

The ACT District Testing program provides students the opportunity to earn college-reportable ACT scores by taking the test in their own classrooms.

 [Important Dates](#)

 [Test Administration Roles](#)

 [Resources & Tips](#)

 [Helpful Links & Contact Info](#)

Important Dates

The Schedule of Events, located on the ACT Now homepage, contains all dates and deadlines for ACT Now District Testing test events. Check it frequently to stay on track for testing. We recommend uploading students as early as possible but you may upload students, assign events, and add accommodations up to the day before you test online.

What dates do I
need to remember?



Important Dates

TAA opened for requests

May 12, 2025

Event 1 Deadline to submit (new) requests for ACT-authorized accommodations

January 28, 2026

Event 2 Deadline to submit (new) requests for ACT-authorized accommodations

February 11, 2026

Qualified Exceptions to the Deadline submission window

February 12 - March 20, 2026

Accommodations Test Window 1

March 10 – 20, 2026

Accommodations Test Window 2

March 24 – April 3, 2026

What's New?



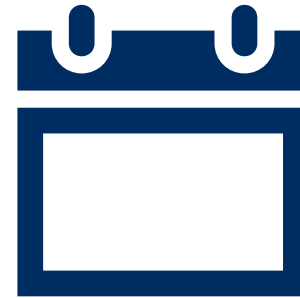
What's New This Testing Cycle



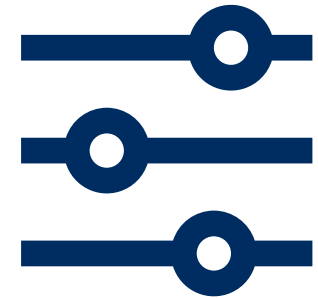
Translated test directions and bilingual dictionaries are now designated (local) supports



Certain EL proficiency screening measures are now accepted



EL supports are now valid for a 2-year period



Flexible accommodations deadlines

Requesting Accommodations and English Learner Supports

Using the Test Accessibility and
Accommodations System (TAA)



First Step in Accommodations Request Process



- Identify students in your school who are currently receiving accommodations or EL supports

First Step in Accommodations Request Process



- Identify students in your school who are currently receiving accommodations or EL supports



- Consent to Release Information to ACT form on file at your school

The ACT
ENGLISH

CONSENT TO RELEASE INFORMATION TO ACT
Examinee TAA Information

SCHOOL OFFICIALS: Print this document, have it signed, and keep on file for one year as a record of your administration. Delete this statement before printing.

Print the examinee's first and last name.

Examinee First Name _____ Examinee Last Name _____

Parent/Guardian/Student Consent

I authorize the release of documents or other information related to requesting accommodations or English learner (EL) supports to ACT by school officials, physicians, or other having such information, as requested by ACT. I understand that any documentation or information provided to ACT will remain with the records related to the request and will not become part of the examinee's permanent score record. If this request for accommodations or EL supports is not approved based on the information submitted, I understand the examinee may be required to test without the requested accommodations or EL supports.

Parent/Legal Guardian or Student (if over the age of 18) signature _____ Date _____

Telephone Consent (instead of the above consent)

I verify that I have spoken to the examinee's parent or legal guardian by telephone and obtained their permission to release information to ACT specifically as described above.

School Official (signature) _____ Date _____

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How to Request Accommodations

success.act.org

[Knowledge Hub](#)



Sign In

Sign In or [Create Account](#)

Email

Password

[Forgot password?](#)

[Sign In](#)

Welcome to Success!

The Success community provides ACT customers access to the tools and resources needed to be successful. To view your organization's information, create an account. Accounts will have access to:

Online Reporting: Looking for your school's data, trends, and scores? Sign in here to access your personalized data.

Test Accessibility and Accommodations: Test Accommodation Coordinators will use this system to request student's accommodations or English Learner supports, receive decision notifications, and agree to test previously approved students through Special Testing. **Note- if you are new to Success and have a previous TAA account, please use your TAA email when creating an account.*

PearsonAccess^{next}: Sign in and access the administration system for the ACT.

Resources

Unsure where to begin? Start by exploring the **Knowledge Hub**, our one-stop resource area for all products and services offered by ACT. Simply select a product on the right or through the dropdown menu on the top (no login needed).

Resources



Success.act.org

[Home](#) [Cases](#) [Organizations](#) [Knowledge Hub](#) [Search...](#) [Anitra Traynor](#)



Resources



Helpful Tools

 [ACT Test Scores and Reports](#)

 [PearsonAccess next](#)

 [Test Accessibility and Accommodations](#)

 [Materials Ordering](#)

Important Updates

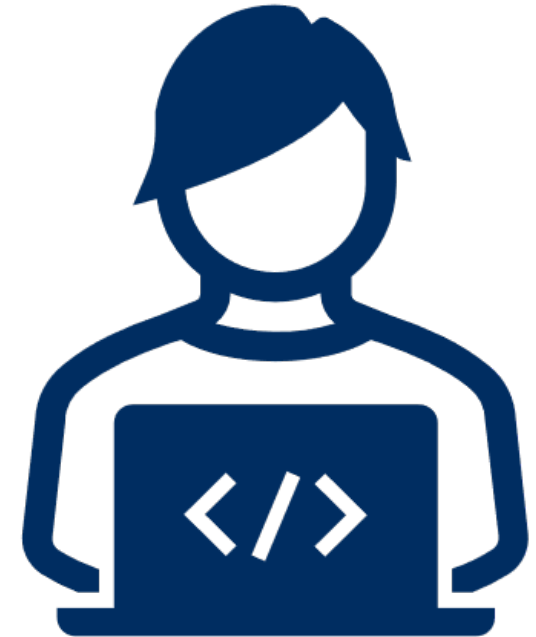
No new updates.

Important Messages

You're all set!

[Contact Support](#)

Submitting Requests in TAA



Associating a New Test Date

- Select student's TAA PIN from search results

Examinees

Search Examinees

You may search by first name, last name, partial first name, partial last name and/or TAA PIN.

Examinees

Sort any column below by clicking on the title.
2000 results.

TAA PIN	Test	Last Name	First Name	Middle Initial	Status	Certification	Submit Date
SMHXLNBI	ACT National and Special Testing	NSSDI	SBJSV	J	Action Required		
VJV3E3XQ	ACT National and Special Testing	YJDAH	VWRMS	H	Action Required		
FMTMI68C	ACT State and District	ISHDY	EXTVU	Q	Action		

Associating a New Test Date

Assign Test Administration ⓘ

Associated Test Administrations : ACT National and Special Testing-National and Special Testing XX

Test: ACT State and District Testing ▼

Test Date: Select Test Date ▼ Assign Test Administration

Requests

	Test
1	ACT National and Spe

Select Test Date

- District Initial Spring 2026 Event 1 - February 24
- District Early Spring 2026 Event 1 - March 10
- District Early Spring 2026 Event 2 - March 24
- District Late Spring 2026 Event 1 - April 07
- District Late Spring 2026 Event 2 - April 21
- Alabama Spring 2026 Event 1 - March 10
- Alabama Spring 2026 Event 2 - April 07
- Arkansas Spring 2026 Event 3 - April 07
- Arkansas Spring 2026 Event 1 - February 24
- Arkansas Spring 2026 Event 2 - March 10

- Select student's TAA PIN from search results
- Select **ACT State and District Testing**

Associating a New Test Date

Assign Test Administration ⓘ

Associated Test Administrations : ACT National and Special Testing-National and Special Testing XX

Test:

Test Date:

Requests

	Test
1	ACT National and Special Testing

Select Test Date

- District Initial Spring 2026 Event 1 - February 24
- District Early Spring 2026 Event 1 - March 10
- District Early Spring 2026 Event 2 - March 24
- District Late Spring 2026 Event 1 - April 07
- District Late Spring 2026 Event 2 - April 21
- Alabama Spring 2026 Event 1 - March 10
- Alabama Spring 2026 Event 2 - April 07
- Arkansas Spring 2026 Event 3 - April 07
- Arkansas Spring 2026 Event 1 - February 24
- Arkansas Spring 2026 Event 2 - March 10

- Select student's TAA PIN from search results
- Select **ACT State and District Testing**
- Be sure to choose your correct test date from drop down

Associating a New Test Date

Assign Test Administration ⓘ

Associated Test Administrations : ACT National and Special Testing-National and Special Testing XX

Test:

Test Date:

Assign Test Administration

Requests

	Test
1	ACT National and Spe

Select Test Date

- District Initial Spring 2026 Event 1 - February 24
- District Early Spring 2026 Event 1 - March 10
- District Early Spring 2026 Event 2 - March 24
- District Late Spring 2026 Event 1 - April 07
- District Late Spring 2026 Event 2 - April 21
- Alabama Spring 2026 Event 1 - March 10
- Alabama Spring 2026 Event 2 - April 07
- Arkansas Spring 2026 Event 3 - April 07
- Arkansas Spring 2026 Event 1 - February 24
- Arkansas Spring 2026 Event 2 - March 10

- Select student's TAA PIN from search results
- Select **ACT State and District Testing**
- Be sure to choose your correct test date from drop down
- Select **Assign Test Administration** button

Students with Disabilities



- Must be listed on the student's school plan



- Case-by-case



- Incomparable



- ACT may request more information

English Learner Students



- Not proficient in English



- Participates in English Language Acquisition program



- Receives language acquisition supports in school

PLEASE NOTE: *EL supports approved after July 31st will be valid for a 2-year period*

New Requests

After You Have:

- Searched for and associated your test event with students previously approved in TAA
- Submitted reconsideration requests for students who need different or additional supports
- Submitted reconsideration requests for English learner supports

For new requests please provide:

- ✓ Examinee details
- ✓ Test date information
- ✓ The reason for the request
- ✓ Examinee's formal educational plan
- ✓ Requested accommodations/supports
- ✓ All required documentation

ACT Accommodations Review



- 5–10 business days for a request to be reviewed



- Receive an email when the decision notification is available



- Provide a copy of the decision notification to student

ACT Accommodations Review



Prepare to test during
the designated testing
window



Submit additional
documentation
(If deadline has not
passed)

Qualified Exceptions to the Deadline

What Qualifies? *This is NOT an extension to your request deadline, but for events that occur AFTER the final accommodations deadline*



- NEW to the school



- CHANGED grade level



- NEW disability and new plan



- NEWLY identified as EL + supports

Qualified Exceptions to the Deadline Form

The Qualified Exceptions to the Deadline Form will help you determine if a student qualifies for their request to be submitted and reviewed during the QED window

The screenshot shows the 'APPLICATION' section of the 'Qualified Exception to the Deadline (QED)' form. At the top, it identifies the product as 'THE ACT', the program as 'STATE TESTING, DISTRICT TESTING', and the audience as 'TESTING STAFF'. The form explains that QED windows provide additional opportunities for states/districts to submit requests for accommodations and/or EL supports for students who meet one of four specific criteria. It then lists four criteria with checkboxes: 1. Student transferred to the school after the published request deadline (with sub-points for documentation and IEP/504 plans), 2. Student identified as an English Learner for the first time (with sub-points for language proficiency scores and parent notification), 3. Student grade level changed after the published request deadline (with sub-points for registration system documentation or a signed letter), and 4. Student identified as having a new disability after the published request deadline (with sub-points for IEP/504 plan and evaluation report). A note at the bottom states that medical emergencies are included but must occur after the deadline. The form also includes fields for 'Student Name', 'TAA PIN', and 'Date of Qualifying Event', and a list of instructions for selecting criteria and uploading documentation.

ACT
APPLICATION
Qualified Exception to the Deadline (QED)
PRODUCT: THE ACT | PROGRAM: STATE TESTING, DISTRICT TESTING | AUDIENCE: TESTING STAFF

QED windows provide states/districts additional opportunities to submit requests for accommodations and/or EL supports for students who meet one of four specific criteria. If the student does not meet one of the listed criteria, or if supporting documentation of the qualifying event cannot be provided, do not apply.

Specify the QED event
See your Schedule of Events.

- ☐ **QED Initial:** Qualifying events that occur after the initial accommodations request deadline
- ☐ **QED 2:** Qualifying events that occur after the initial QED window closes

Student Name _____

TAA PIN _____ Date of Qualifying Event _____

- Select the qualifying criteria from the list.
- Upload to the Test Accessibility and Accommodations (TAA) system:
 - This form
 - Supporting documentation of the qualifying event
 - Other required documentation

Note: Due to time constraints, reconsideration for Qualified Exceptions to the Deadline is not possible, so it is important that all the required information is provided in the TAA system on the initial submission. Requests missing any required information will be returned without review, and requesters will not be permitted to submit for reconsideration for any date on the Schedule of Events.

- ☐ Student transferred to the school after the published request deadline:
 - Must provide official documentation of the transfer, AND
 - Must provide a complete copy of the IEP/504 or accommodations plan from the previous school, AND
 - Must provide a complete copy of the current IEP/504 or accommodations plan, if applicable
- ☐ Student was identified as an English Learner for the first time after the published request deadline:
 - Must provide current English language proficiency test scores testing for all 4 language domains (screeners are insufficient) OR
 - Must provide dated and signed parent notification of eligibility for English learner services
- ☐ Student grade level changed after the published request deadline (retained or advanced):
 - Must provide registration system documentation of previous grade level and date of the grade level update OR
 - Must provide a signed letter from the school registrar with the effective dates
- ☐ Student was identified as having a new disability after the published request deadline, and an Initial IEP/504 Plan or Accommodations plan was developed:
 - Must provide a complete copy of the IEP/504 or accommodations plan, AND
 - Must provide the evaluation report if the plan is not an IEP/504 Plan

Note: Includes medical emergencies. For medical emergencies that do not result in the student's placement on an IEP or 504 Plan, designated supports are available. Both events must have occurred after the deadline listed in your Schedule of Events. Students who were identified before the deadline but do not yet have a plan in place due to delayed scheduling do not qualify.

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Accessibility Supports Guide

The screenshot shows the ACT Accessibility Supports Guide for the ACT—State and District Testing. The page features a left sidebar with a search bar and a table of contents. The main content area is titled "Accessibility Supports Guide for the ACT—State and District Testing" and includes metadata such as Product, Administration, Platform, Audience, and Publish Date. The "About This Guide" section explains that accessibility supports refer to systems, tools, and accommodations that remove barriers for the entire testing population. The "Terms and Topics" section defines key terms: Accessibility supports, Accommodations, Designated supports, and Disability.

ACT

← Accessibility Supports Guide for the ACT—State and District Testing

Search in publication
Keywords

— About This Guide

- Terms and Topics
- Educational Team Decision Making
- General Principles for Accommodations
- + Testing with Accessibility Supports
- + Authorizing Accessibility Supports
- + Understanding Accessibility Supports Options
- + Test Administration Details
- For More Information

Product: ACT District, ACT State Administration: English Learner Supports, ... Platform: Online, Paper

Audience: Proctor, Room Supervisor, T... Publish Date: 2025-01-10

About This Guide

Accessibility supports refer to systems, tools, and accommodations that remove barriers for the entire testing population, including examinees identified as having disabilities and English learners (ELs), as well as examinees who do not have a disability. All examinees need to be able to communicate fairly and effectively what they know and can do when they take a test. ACT provides accessibility supports that include the following:

- Universal supports
- Designated supports
- English learner supports
- Accommodations

This guide helps educational teams select appropriate accessibility supports and accommodations for their students for use during the test.

Terms and Topics

You will encounter the following terms throughout this guide. Knowing how ACT defines these terms will help you understand how to select and implement appropriate supports for examinees. (See *Understanding Accessibility Supports Options* for definitions and examples of individual accessibility supports and accommodations, such as medical monitoring devices, screen reader compatibility, speech-to-text [STT] software, and others.)

Accessibility supports
Embedded features and locally provided adjustments to the standardized testing procedures that allow for inclusive, accessible, and fair testing for diverse populations of examinees. Available accessibility supports, including accommodations, are located in *Understanding Accessibility Supports Options*.

Accommodations
Adaptations to the standardized procedures available to examinees with a disability who use the same accessibility support to access instruction and assessment in their educational environment. Accommodations are intended to reduce and/or eliminate the effects of an individual examinee's disability. Accommodations must be requested and authorized for use by ACT prior to being used on the test.

Designated supports
Adjustments to standardized testing procedures that change the way a student accesses the test without changing the content being assessed. They are available to any examinee for whom a need has been identified as long as test security is not compromised and testing environment requirements are met. Typically, these are adjustments to the testing environment. Most require advance planning to deliver. Also known as local arrangements.

Disability
As defined by the Americans with Disabilities Act (ADA), a physical or mental impairment that substantially limits a person's ability to perform one or more major life activities when compared to most people in the general population. The ADA defines a person with a disability as a person who has such an impairment, who has a history or record of such an impairment, or who is perceived by others as having such an impairment.

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Planning for Test Day



Grouping Students – Group Testing



Group Testing:

- Same timing with similar accommodations/supports and same test mode (paper or online)
- Pre-recorded audio with individual computers and headsets
- Other accommodations may apply

Grouping Students – Individual Testing



Individual testing:

- Breaks as needed
- Reader's script
- Scribe
- Other accommodations may apply

Important: You cannot test students testing with different timing in the same room

Grouping Students for Writing



Individual testing:

- Voice activated software



Group Testing:

- Computer (word processing software)
- Braille



Oral Administration of the Test



Human Reader

- Requires one-to-one administration



Pre-recorded audio Text-to-speech

- Group administration

Considerations

- Staffing
- Scheduling
- Computer availability
- Reasoning

Accommodations and Supports Roster

Access rosters in TCM for each test room. Select Accommodations to access a roster for all students with TAA PINs

Examinees & rosters [See all available rooms \(2\)](#)

Mar 26 - Apr 5 Katie School Testing Rooms

Last roster update from ACT:

Assigned: 3 of 3 **Paper** Assigned: 0 of 0 **Online**

Search by

3 examinees 0 selected Manage assignment 30 per page Page 1/

Filters	Hide	☐ Select all	HS Code	Match ID	Exam type	Timing	Room
Exam type ☒ All ☐ The ACT ☐ The ACT (SR) ☐ The ACT with Writing		☐ Aaron, John	241658		The ACT with Writing	Standard	New I
		☐ Ace, Jon	241658		The ACT with Writing	Standard	New I

Accommodations and Supports Roster

Access rosters in TCM for each test room. Select Accommodations to access a roster for all students with TAA PINs

The screenshot displays the TCM interface for 'Examinees & rosters'. The left sidebar contains navigation links: Home, Policies & Resources, Event dashboard, Test event checklists, Manage rooms & staff, Monitor rooms, **Examinees & rosters**, Test booklets, and Irregularities. The main content area shows the 'Examinees & rosters' section for the period 'Mar 26 - Apr 5' at 'Katie School'. It indicates 'Last roster update from ACT:' and shows 'Assigned: 3 of 3 Paper' and 'Assigned: 0 of 0 Online'. A search bar is present with the text 'Search by Name or Match ID'. Below the search bar, it shows '3 examinees' and '0 selected'. A table lists examinees with columns for 'Select all', 'Name', 'HS Code', 'Match ID', and 'Exam type'. The table contains two rows: 'Aaron, John' (HS Code 241658, Match ID 241658, Exam type 'The ACT with Writing') and 'Ace, Jon' (HS Code 241658, Match ID 241658, Exam type 'The ACT with Writing'). A 'Filters' sidebar on the left shows 'Exam type' with options: All (selected), The ACT, The ACT (SR), and The ACT with Writing. A 'Rosters' modal is open on the right, displaying a message: 'Check-in roster must be used for room-level examinee admission. View accommodations roster, print if names are listed. Names only roster is optional.' It also shows 'Last roster update from ACT:', 'Examinee reporting location(s): Testing Rooms 4/10 assigned', and 'Select options for roster download'. Under 'Type of roster', the 'Accommodations' option is selected. A 'Download roster' button is at the bottom of the modal.

Examinees & rosters

Mar 26 - Apr 5 Katie School Testing Rooms

Last roster update from ACT:

Assigned: 3 of 3 Paper Assigned: 0 of 0 Online

Search by Name or Match ID

3 examinees 0 selected Manage assignment 30 per page

Select all	Name	HS Code	Match ID	Exam type
☐	Aaron, John	241658	241658	The ACT with Writing
☐	Ace, Jon	241658	241658	The ACT with Writing

Filters

Exam type

- ☒ All
- ☐ The ACT
- ☐ The ACT (SR)
- ☐ The ACT with Writing

Rosters

Check-in roster must be used for room-level examinee admission. View accommodations roster, print if names are listed. Names only roster is optional.

Last roster update from ACT:

Examinee reporting location(s)
Testing Rooms
4/10 assigned

Select options for roster download

Type of roster

- ☐ Names only
- ☐ Check-in (required)
- ☒ Accommodations

Download roster

If a Student is not on the Accommodations Roster

CONTACT ACT ACCOMMODATIONS

ACTStateAccoms@act.org

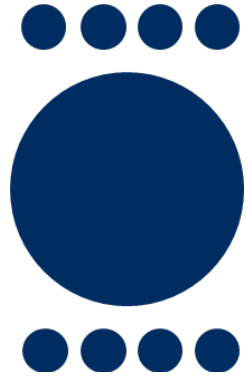
800.553.6244 ext. 1788



Accommodations Materials



Using Accommodations Materials



Accommodations
materials must be used

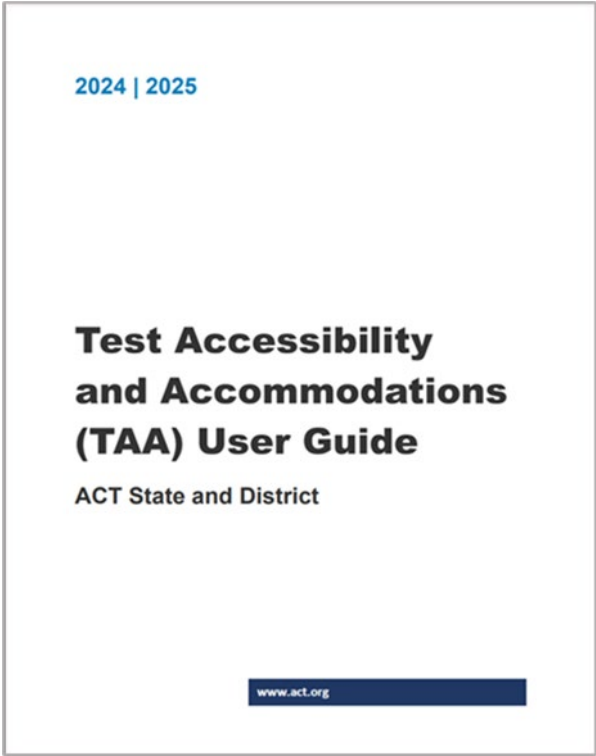
Test booklet will
have a circle



Return materials
together

Resources Available

- ACT Hosted Website
- TAA User Guide
- Practice Tests

This is a screenshot of an 'ORDER FORM' for 'Alternate Format Practice Tests' from The ACT. The form includes fields for Name, Title, Institution Name, Address, City, State, ZIP, Phone, and ACT Customer Number. It also contains sections for 'Ordering' with various test formats like Braille multiple choice, Braille writing, Tactile graphics, and Large-print, each with a quantity field. A 'Shipping' section is also present. The form is titled 'ORDER FORM' and 'Alternate Format Practice Tests'. It includes a note about pre-recorded audio and a section for ordering. The bottom of the form has the copyright notice '©2024 by ACT Education Corp. All rights reserved.' and the code 'FR00003.C718016'.

ACT Contact Information

act.org/stateanddistrict/actnowactdistrict

Test Administration

800.553.6244 ext. 2800

actdistricttesting@act.org

Accommodations and Supports

800.553.6244 ext. 1788

ACTStateAccoms@act.org