2016-17 Schedule of Events State and District Testing

Your school will be testing the ACT® test / the ACT® test with writing
Website: www.act.org/stateanddistrict/districttestmarch
Bookmark and share this webpage with testing staff

Test Dates

Your program will be testing on the dates shown in the table below. Examinees must test only on the dates for the selected administration.

Test Type	Test Administration	Dates
ACT	Initial test date (paper)	February 28, 2017
	Online testing window	February 28-March 14, 2017
	Accommodations testing window (paper)	February 28-March 14, 2017
	Makeup test date (paper)	March 21, 2017

Events

In the table below, you will find the events, and deadlines or windows, in which they occur during a testing cycle.

Date	Event
Beginning November 7, 2016	The following events occur: • accommodations and test administration materials and training videos are posted as they become available on a rolling basis • schools arrange to meet facility and staffing requirements
November 7 – December 16, 2016	**Window to manage** participation information in PearsonAccess^next™.
November 7, 2016 – January 20, 2017	**Window for test coordinator to submit** requests for ACT-approved accommodations in the Test Accessibility and Accommodations System (TAA).
November 7, 2016 – January 26, 2017	**Online testing only** **Test and technical coordinators begin** technical site readiness and install ProctorCache software for online testing. *Note: If your school does not install ProctorCache software within this window, ACT will switch your administration from online to paper.*
December 6, 2016	Accommodations Q&A session(s)
December 19, 2016 – January 26, 2017	**Window for district to submit Student Data Upload (SDU) file/update student screen via** PearsonAccess^next for **initial** ACT test materials. **Important!** Updates completed during this window will generate barcode labels and derive the enrollment counts for your initial order. *Note: Anyone at the district or school level can add or update individual students.*

Updated 2017.02.28

Date	Event
January 23 – February 24, 2017	**Window for schools to upload** *ACT-Approved Accommodations Late Consideration Form* to TAA. Applicable only to: 1. Examinees who are newly enrolled at the school or newly classified as an eligible grade level. 2. Examinees who have a newly identified disability. 3. Examinees who are newly enrolled or a newly classified grade level with previously approved ACT-approved accommodations. 4. Examinees with medical emergencies or sudden onset of a medical condition.
January 27 – February 22, 2017 (for paper testing) January 27 – March 8, 2017 (For online testing)	**Window to add additional students or update existing student information** in PearsonAccess^next for the initial test date or online testing.
January 27, 2017	**Deadline for test coordinator to submit** reconsideration requests of ACT-approved accommodations in TAA**.**
January 30 – March 14, 2017	**Online testing only** **Window for test coordinator to:** • create test sessions • assign students to test sessions *Note: Students must be loaded before assigning to test sessions.*
February 7, 2017	Test administration Q&A session(s)
February 9, 2017	Test administration Q&A session(s)
February 13 – March 20, 2017	**Online testing only** **Window for:** • **schools** to share pretest information with all examinees testing online • **examinees** testing online to complete pretest information
February 21, 2017	**Online testing only** **Deadline for technical coordinator to perform** final system check/app check and lock down system.
February 24 – March 14, 2017	**Online testing only** **Window for technical coordinator to precache** test content before test day.
February 28, 2017	**Initial test date** **(paper testing)**

Date	Event
February 28 – March 3, 2017	**Window for test coordinator to submit makeup** order for standard time ACT materials. (paper testing only)
February 28 – March 14, 2017	**ACT online testing window** **ACT accommodations testing window**
March 1, 2017	**Test coordinator returns** all initial test date materials via the prescheduled pickup.
March 6 – 15, 2017	**Window to add additional students or update existing student information** in PearsonAccess[next] for the **makeup** test date.
March 10, 2017	**Deadline for ACT to receive** answer documents from schools for the **initial** test date. Late arriving documents will not be scored.
March 13 – 17, 2017	**Test coordinator receives** makeup shipment(s) (containing standard time materials) for paper testing.
March 13 – 20, 2017	**Window for schools to conduct** pretest sessions for the makeup test date. (paper testing only)
March 15, 2017	**Test coordinator returns** all online and accommodations testing materials via the prescheduled pickup.
March 15 – 17, 2017	**Online testing only** **Window for technical coordinator to purge** test content from ACT online testing.
March 21, 2017	**Makeup test date** **(paper testing)**
March 22, 2017	**Test coordinator returns** all makeup test date materials via the prescheduled pickup.
March 24, 2017	**Deadline for ACT to receive** answer documents from schools for the **accommodations** test window. Late arriving documents will not be scored.
March 31, 2017	**Deadline for ACT to receive** answer documents from schools for the **makeup** test date. Late arriving documents will not be scored.
Beginning late March (3–8 weeks following receipt of examinee test responses)	**Students, schools, and colleges begin to receive** ACT Student Reports, High School Reports, and Student College Reports.

OPS1599