

From: [IdahoSDSupport](#)
To: [IdahoSDSupport](#)
Subject: IMPORTANT NOTICE: SAT Spring 2021 Testing for Virtual Schools
Date: Tuesday, November 10, 2020 12:10:46 PM

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To: Virtual School SAT Test Coordinators
CC: Virtual SSD Coordinators

Thank you in advance for your work in coordinating the Idaho SDE-provided SAT School Day for 11th graders. This email provides introductory information to help you prepare for spring 2021 activities.

As we all continue to navigate uncertainties due to COVID-19, the top priorities for the College Board and the Idaho State Department of Education (SDE) are the health and safety of students and educators. We know that you are currently focused on the start of the school year and how to keep staff and students safe, and we appreciate your dedication.

Testing Dates:

Here are the spring testing dates:

Test Administration	April 2021 Administration	National Test Dates
Primary Testing Window	April 13, 2021	March 13, 2021 and May 8, 2021
Accommodated Testing Window	April 13—26, 2021	NA
Makeup Test Date	April 27, 2021	NA

Test Coordinator Reminders

There are several differences between fall and spring SAT School Day administrations. Please note the following:

Activity	Fall 2020	Spring 2021
Identifying test staff and addresses	Coordinators and addresses were identified in the Test Ordering Site (TOS).	Coordinators and school addresses were collected by SDE and provided to College Board.
Ordering materials for the primary test date (if testing on-site)	Schools ordered standard and accommodated materials in TOS.	Standard material orders will automatically be calculated and shipped based on the number of students in the bulk registration. Accommodated materials will be automatically calculated by the students in the pending and

		approved status in SSD Online.
Ordering makeup materials (if testing on-site)	Schools ordered makeup materials in TOS.	Schools will submit a makeup survey to obtain makeup materials.
Off-site testing (if testing on-site)	For fall 2020 testing, schools did not need to notify College Board in advance to use an off-site location.	Schools must submit off-site testing plans to test at a location other than their school.
Communications	Schools received standard College Board communications about fall testing.	Schools will receive emails from IdahoSDSupport@collegeboard.org or customized emails about state testing from College Board.

Test Coordinator Responsibilities for Students Who Test with Voucher on National Test Dates

In the recently completed intake survey, if you indicated that your students would test on either the 2021 March or May national administration by voucher, the Test Coordinator is responsible for:

- Assisting your students in registering using online registration with a voucher instead of completing paper registration forms.
- Coordinating registration and ensuring that eligible students at your school will take the SAT on Saturday, March 13, or Saturday, May 8, instead of participating in the state-sponsored School Day testing in April.

Work with your SSD Coordinator

- Coordinate with your primary SSD (Services for Students with Disabilities) Coordinator for thorough planning for testing students with disabilities with accommodations and for testing English Learners with appropriate supports.
- All testing materials, including nonstandard materials for use during the accommodated testing window are shipped to the Test Coordinator; however, the SSD Coordinator should assist in inventorying and ensuring the secure storage of test materials, as needed.

SSD Coordinator Responsibilities for Students Who Test with Voucher on National Test Dates

SSD Coordinator is the school’s liaison with the College Board’s Services for Students with Disabilities office. The SSD Coordinator submits accommodations request in SSD Online for all students who require them by the published deadline (see table below). Schools can have multiple SSD coordinators, but only one should be listed as the primary coordinator who will receive communications from the College Board.

2021 National Test Dates	Accommodations Request and Documentation (where required) Must Be Received By:
SAT March 13, 2021	January 22, 2021
SAT May 8, 2021	March 19, 2021

If you are a **first time SSD coordinator**, you must request access to the SSD Online system. To

access the system, the SSD Coordinator(s) will need to:

1. Have a College Board Professional Account. Create one at www.collegeboard.org, if necessary.
2. Complete the [SSD Coordinator Form](#), found on www.collegeboard.org/ssd
3. Receive an access code to link your SSD Online access to your College Board professional account (first time only). It may take 1-2 days to receive the access code.
4. Accommodation requests may begin once the access code is used for SSD Online.

Resources:

For Test Coordinators:

Event	Date and Time	Additional Information
SAT School Day Virtual School Overview webinar (live)	December 8, 2020 2:30-3:30 PM MST	Click Here to Register
SAT School Day Accommodations Overview webinar (live)	December 15, 2020 1-2 PM MST	Click Here to Register
SAT School Day with Optional Essay webinar (recorded)	Recorded webinar	Link to be posted on SDE website and to be sent to Test Coordinators in mid-December
SAT School Day Bulk Registration webinar (recorded)	Recorded webinar	Link to be posted on SDE website and to be sent to Test Coordinators in mid-December

Additional webinars will be provided in spring 2021.

For students/parents:

- All students have access to free, interactive personalized practice through [Khan Academy](#) and resources from the [College Board](#) to help reinforce what students are learning in classrooms and focus on the content tested, not just test-taking strategies.

We look forward to working with you and a successful spring 2021 administration! Contact us at IdahoSDSupport@collegeboard.org.

The College Board Idaho Field Team