Changes to ACT/SAT Testing Accommodations
San Ramon Valley Unified School District

Beginning January, 2019, SRVUSD no longer process student requests for accommodations on the SAT or ACT. This decision was made for a variety of reasons including the lack of space, availability of resources/proctors, and counselors’ time. Additionally, students who request and receive accommodations for school-based testing (e.g. students who test over multiple days) will not be tested at the student’s school site. Students will still be able to request and receive accommodations on these exams. However, parents and students will now be submitting these requests directly to the College Board (SAT) and/or ACT. Please see below for additional information and instructions.

Feel free to contact Chris George at the District Office with any other questions. cgeorge@srvusd.net

SAT Testing Accommodations Process (SAT Testing)

The College Board administers the SAT, SAT Subject Tests, PSAT/NMSQT, PSAT 10, and Advanced Placement Exams.

Who is eligible to receive SAT testing accommodations?

- Student has a documented disability
- Participation in a College Board exam is impacted
- Requested accommodation is needed
- Accommodation is received and currently being used on school tests

Please see SAT Eligibility for additional details.

How can I submit a request for testing accommodations?

- Download and print the Student Eligibility Form (Tips on Completing the Student Eligibility Form).
- Complete the Student Eligibility Form and send to College Board SSD:
  College Board SSD Program
  P.O. Box 7504
  London, KY
  40742-7504
Please see Requesting SAT Accommodations for additional details. Note that appropriate documentation must accompany the Student Eligibility Form (Providing Appropriate Documentation). Hint: Request accommodations early as it may take up to 7 weeks for approval.

How will I know if the accommodations were approved?
All students who have approved accommodations will be sent a letter with a seven-digit SSD Eligibility Number. This number is printed on the student’s decision and eligibility letters. Use this number when registering for the exam (Exam Registration Information).

If your student has requested and been approved for accommodations and plans to use them for either the PSAT and/or AP tests, please have them inform their counselor as soon as they are approved.

How do I find a testing center?
If the students would have traditionally qualified for site-based testing (e.g. testing over multiple days), call College Board at 212.713.8333 to request a testing center. Hint: Call early to get the best results!

ACT Testing Accommodations Process (ACT Testing)

Who is eligible to receive ACT testing accommodations?
● Please see Eligibility for additional details.

How can I submit a request for ACT testing accommodations?
● Create or log into your ACT account (ACT Web Account Login).
● Fill out the Request for Special Accommodations form (linked on the DVHS website)
● Scan the completed form along with supporting documents (504/IEP/Dr. Note) and email it to actaccom@act.org or fax 319.341.2415
● Allow 2-4 weeks for processing. You will receive an email indicating whether or not the accommodations were approved or denied.
● If the accommodations require an alternate testing location, contact ACT for assistance with locating a test site.