ACT and PreACT Secure Flexible Testing Schedule Policy

Overview

ACT is offering schools more flexibility in administering the ACT and PreACT Secure. In addition to the standard single day administration and schedule, schools now have the following options:

- **Option 1:** Administer each assessment in a single day with an optional extended break.
- **Option 2:** Administer each assessment over two days.

NEW for SPRING 2027: Schools may now choose up to two (2) separate testing schedules for administration of the ACT or PreACT Secure. One schedule for the standard time testing (group 1) and a separate schedule for the single day accommodated/extended time English Learner (EL) testing (group 2). Once a schedule has been chosen for each student group**, all students within the group must follow the selected testing schedule.** Students with multiple day testing accommodations are exempt from the schedule selection(s).

TERMS:

Single Day Accommodated: Refers to any student approved to test with accommodations whose test must be administered and completed in a single sitting (day). View the ACT Accessibility Supports Guide for a list of all single day accommodations.

Extended Time English Learner: Refers to any EL student approved to test with 150% extended time single day testing.

IMPORTANT REMINDER

DPI requires schools to administer all five ACT subject tests (English, mathematics, reading, science and writing). Failure to administer all tests will impact your school and district accountability. If considering a two-day test administration, DPI strongly encourages schools to carefully review their schedules, administrative resources and student populations, prior to test date selection, to determine if a successful two-day test administration can be implemented. If your school is interested in flexible test administration, you must adhere to the administrative schedules and policies below. **Failure to administer the assessment according to these policies will result in misadministration and student scores may be invalidated**.

Option 1: Single Day Testing with Extended Break

Test Order: The ACT subject tests must be administered in the following order: English, mathematics, reading, science and then writing. The PreACT Secure subject tests must be administered in the following order: English, mathematics, reading and then science.

Breaks: The ACT standard break between mathematics and reading must be given. In addition, you may give an optional extended break between the reading and science tests **or** between science and writing. Only one extended break can be given. If an extended break is given, schools must review and adhere to the extended break guidelines outlined in the Test Coordinator Information manual.

Examinees Who Do Not Return: Students who do not return from an extended break must retest the entire ACT/PreACT Secure battery.

Test Rooms and Seating: Testing room and seating assignments must remain the same throughout the entire administration. Examinees must always be directed to report back to the same test room and seated in their original seats after every break.

Test Materials Security: All policies for the security of test materials must be maintained during the entire administration.

Prohibited Behavior: All policies for prohibited behavior outlined in the administration manual must be enforced. This includes discussing or sharing test questions, answers, or test form identification numbers at any time, including during test administration, during breaks, or after the test.

Standard Test Administration Polices: In addition to the flexible test administration policies above, all schools, districts and test administration staff must abide by all administration policies and guidelines outlined in each test's administration manuals to ensure the fidelity of the ACT and PreACT Secure assessments.

Option 1: Single Day ACT Test Schedules

Paper Testing (standard testing)

Option A (legacy schedule)

Subject	Day
English	Tuesday (Day 1)
Math	Tuesday (Day 1)
Break (15 mins)	Tuesday (Day 1)
Reading	Tuesday (Day 1)
Science	Tuesday (Day 1)
Break (5 mins or optional extended)	Tuesday (Day 1)
Writing	Tuesday (Day 1)

Option B

Subject	Day
English	Tuesday (Day 1)
Math	Tuesday (Day 1)
Break (15 mins)	Tuesday (Day 1)
Reading	Tuesday (Day 1)
Break (5 mins or optional extended)	Tuesday (Day 1)
Science	Tuesday (Day 1)
Writing	Tuesday (Day 1)

Paper Testing (single day accommodated/extended time EL)

Option A (legacy schedule)

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 1
Break (5 mins or optional extended)	Day 1
Writing	Day 1

Option B

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Break (5 mins or optional extended)	Day 1
Science	Day 1
Writing	Day 1

Online Testing (standard or single day accommodated/extended time EL)

Option A (legacy schedule)

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 1
Break (5 mins or optional extended)	Day 1
Writing	Day 1

Option B

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Break (5 mins or optional extended)	Day 1
Science	Day 1
Writing	Day 1

Note: All standard and accommodated single day testing must be completed by the end of the test day. If testing is not completed by the end of the day, students will need to retest the entire ACT battery.

Option 1: Single Day PreACT Secure Test Schedules

Online Testing (standard or single day accommodated/extended time EL)

Option A (legacy schedule)

Subject	Day
English	Day 1
Math	Day 1
Break (10-15 mins)	Day 1
Reading	Day 1
Science	Day 1

Option B

Subject	Day
English	Day 1
Math	Day 1
Break (10-15 mins)	Day 1
Reading	Day 1
Break (5 mins or optional extended)	Day 1
Science	Day 1

Note: All standard and accommodated single day testing must be completed by the end of the school day. If testing is not completed by the end of the day, students will need to retest the entire PreACT Secure battery.

Option 2: Two-Day Testing

Day 1: English, mathematics, and reading tests **must always** be administered on Day 1, in a single setting.

Test Order: The ACT subject tests must be administered in the following order: English, mathematics, reading, science and then writing. The PreACT subject tests must be administered in the following order: English, mathematics, reading and then science.

Start Time: Both single day testing and two-day testing must adhere to ACT's Start Time policy outlined in the administration manual.

Two-Day Testing: Use the guidelines below to schedule Day 2 testing:

- **Paper Standard Testing**: Day 2 must be consecutive and can **only** be scheduled for the Wednesday immediately following Tuesday testing.
- **Paper Accommodated Testing**: Day 2 can be administered on any remaining accommodated test day within the window after Day 1.
- **Standard/Accommodated Online Testing:** Day 2 testing can be scheduled for any remaining online testing dates within the window after Day 1.

Breaks: The ACT standard break between mathematics and reading must be given. An extended break is **not permitted** for two-day testing.

Test Rooms and Seating: Testing room and seating assignments must remain the same throughout the entire administration. Examinees must always be directed to report back to the same test room and seated in their original seats after every break and for Day 2 of testing. Schools should maintain the same room supervisors in each test room to create a consistent environment for students.

Examinees Who Do Not Return: For examinees who do not return from the extended break or are absent for Day 2 testing:

- **Paper Standard Time:** Students must retest the entire ACT battery. Schedule students for make-up testing in another test window or switch to online testing.
- **Paper Accommodated Students:** Reschedule students for a different day within the window to continue testing.
- **Standard/Accommodated Online Testing:** Reschedule students for a different day within the window to continue testing.

Note: Student tests must be completed in the test window in which they were started. If testing is not completed by the end of the window, students will need to retest the entire ACT/PreACT Secure battery.

Test Materials Security: All policies for the security of test materials must be maintained during the entire administration.

Prohibited Behavior: All policies for prohibited behavior outlined in the administration manual must be enforced. This includes discussing or sharing test questions, answers, or test form identification numbers at any time, including during test administration, during breaks, or after the test.

Standard Test Administration Polices: In addition to the flexible test administration policies above, all schools, districts and test administration staff must abide by all administration policies and guidelines outlined in each test's administration manuals to ensure the fidelity of the ACT and PreACT Secure assessments.

Option 2: Two-Day ACT Test Schedules

Two-Day Paper Testing (standard testing)

Option A

Subject	Day
English	Tuesday (Day 1)
Math	Tuesday (Day 1)
Break (15 mins)	Tuesday (Day 1)
Reading	Tuesday (Day 1)
Science	Tuesday (Day 1)
Writing	Wednesday (Day 2)

Option B

Subject	Day
English	Tuesday (Day 1)
Math	Tuesday (Day 1)
Break (15 mins)	Tuesday (Day 1)
Reading	Tuesday (Day 1)
Science	Wednesday (Day 2)
Break (5 mins)	Wednesday (Day 2)
Writing	Wednesday (Day 2)

Two-Day Paper Testing (single day accommodated/extended time EL)

Option A

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 1
Writing	Day 2

Option B

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 2
Break (5 mins)	Day 2
Writing	Day 2

Two-Day Online Testing (standard or single day accommodated/extended time EL)

Option A

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 1
Writing	Day 2

Option B

Subject	Day
English	Day 1
Math	Day 1
Break (15 mins)	Day 1
Reading	Day 1
Science	Day 2
Break (5 mins)	Day 2
Writing	Day 2

Note 1: You must complete all scheduled subject testing by the end of each scheduled testing day.

Note 2: Day 2 testing must be scheduled in the same window as Day 1. Students who do not complete testing by the end of a testing window will need to retest.

Two-Day PreACT Secure Administration Schedules

Online Testing (standard or single day accommodated/extended time EL)

Required Schedule

Subject	Day
English	Day 1
Math	Day 1
Break (10-15 mins)	Day 1
Reading	Day 1
Science	Day 2

Note: Day 2 online testing must be completed by the end of the test window.

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