

From: Braconier, Nicole L.
Sent: Friday, January 26, 2024 1:06 PM
To: ACT and DAC listservs
Subject: WI ACT Statewide Assessment Update – January 26, 2024

Dear Educators,

Please review the below important information pertaining to the ACT assessment.

ACT

Verify Student Rosters in PearsonAccess^{next} - January 29-31
2024 ACT student rosters will be available in [PearsonAccess^{next}](#) (PAnext) on **Monday, January 29**. Testing staff will have from **January 29-31 to verify that student enrollment** is correct. Barcode labels and test materials will be automatically shipped for students who are rostered in PAnext at the end of the day, January 31.

When verifying enrollment, confirm the following:

- Standard time testing enrollment numbers are correct
- All students are on your roster
- Examinee demographic information is correct (name, grade)
- Correct test delivery format (paper or online) for each student
- Accuracy of accommodations and/or supports enrollment information.

Use the following resources to assist you with this task:

- [How to Enroll, Verify and Update Students in PearsonAccess^{next} Tutorial](#)
- [PearsonAccess^{next} User Guide -Verify Enrollment for Testing Materials](#)
- [Verifying Student Roster and Testing Format Guide](#)
- [PearsonAccess^{next} User Guide -Managing Examinee Information](#)
- [Office Hours – Verify Enrollment Slides 1.17.24](#)
- [PearsonAccessnext User Guide – Accommodations and Supports Roster](#)

Note: After January 31, schools can still add new students, but will need to follow instructions in the Test Administration and PAnext manuals on how to order additional test materials.

Accommodations Reconsideration Deadline - February 2

The reconsideration deadline for accommodations and English learner supports is February 2. This deadline applies to reconsideration requests only. If you have an initial request where ACT has issued a decision notification that requires further review, please submit the request for reconsideration no later than February 2. For assistance, please see [Requesting Reconsideration \(TAA User Guide\)](#).

Upcoming Training Opportunities

Visit the [DPI ACT Training Webpage](#) to register for these upcoming ACT trainings:

Test Administration #2 Webinar, February 14 – 10:00am

Wisconsin ACT Office Hours, Testing Virtual Students, February 21 – 11:00am

Note: This communication is distributed by a DPI listserv. **Responses sent directly to this email will not be received.** Please reach out to the contacts listed below for assistance. If you no longer wish to receive emails from our listserv, follow the instructions below to unsubscribe.

Thank you for your contributions to a successful testing experience for all students.

Please contact the Office of Educational Accountability with any questions you might have: (608) 266-1075

ACT Help Desk

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