

From: Braconier, Nicole L. DPI
Sent: Friday, January 24, 2025 7:49 AM
To: DAC ACT Listserv
Subject: WI ACT Statewide Assessment Update – January 24, 2025

Dear Educators,

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

ACT

IMPORTANT: ACT Accommodation Requests- Due TODAY, January 24

Today is the final day to request ACT Accommodations and EL Supports. This is a firm deadline.

Accommodations requests submitted after this date will not be approved unless a unique circumstance warrants a [Qualified Exception to Deadline](#). Resources on how to enter accommodations can be found on the [Wisconsin ACT Website, Step 3 - Accommodation](#).

Verify Student Rosters in PearsonAccess^{next} - January 27-31

2025 ACT student rosters will be available in [PearsonAccess^{next}](#) (PAnext) on **Monday, January 27**. Testing staff will have from **January 27-31 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 Hour – Verify Enrollment -Recording 1.21.25](#)
- [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.

Upcoming Training Opportunities

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

- Test Administration #2 Webinar, February 11 – 10:00am
- Wisconsin ACT Office Hours, Testing Virtual Students, February 18 – 10:00am

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

General: 319-337-1590

Accommodations: 800-553-6244, ext. 1788

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