

# ACT EXTENDED TIME INFORMATION

There are three things that every student must do when he applies for extended time on the ACT.

1. The student must complete the ACT extended time application.
2. When a student applies for extended time, he must register for a test, section B on the application.
3. ACT is looking for a paper trail to show that extended time has been an ongoing educational need. To document this, copies of any and all psycho-educational testing must be sent with the application. In addition, one of the study support teachers will need to write a letter providing evidence of the student's need and usage of extended time. Therefore, the student's parent(s) will need to email Mrs. Peck ([dpeck@spx.org](mailto:dpeck@spx.org)) information about the student's school experiences. The subject should be "ACT information for STUDENT'S NAME". In the email please be specific when describing how and when it was first noticed the student had learning difficulties, the steps the school and family made after the discovery through the present time, and the accommodations the student received (how often, when and in what subjects) during elementary and middle school.

Important information about the student's psycho-educational testing:

The student's testing must be current or no older than 3 years. For the 2009-2010 school year, a student's testing should be no older than September 2006.

The testing must state the specific impairment as diagnosed.

Submission:

To complete a student's application, it is important that students submit the application, check, copies of testing, and email at least two weeks prior to ACT postmark deadline to his/her Study Support teacher or Mrs. Peck if the student does not have Study Support.

Students are encouraged to submit the application as soon as possible. Please don't wait until the SPX submission deadline.

Students who do not meet the SPX submission deadline may or may not have their extended time application postmarked prior to the ACT deadline. The box below outlines these dates.

ACT Test Date	ACT Postmark Deadline	SPX Submission Deadline for ACT
September 12, 2009	August 7, 2009	<b>July 24, 2009</b>
October 24, 2009	September 18, 2009	<b>September 4, 2009</b>
December 12, 2009	November 6, 2009	<b>October 23, 2009</b>
February 6, 2010	January 5, 2010	<b>December 11, 2009</b>
April 10, 2010	March 5, 2010	<b>February 19, 2010</b>
June 12, 2010	May 7, 2010	<b>April 23, 2010</b>

ACT Extended time Checklist:

Print out the application found on <http://www.act.org/aap/pdf/ext-time.pdf>.

Fill out Sections A-F on pages 4 and 5 making sure to have a parent sign Section E if the student is under 18. The High School Code is 110226

Return the following to Mr. Eineker or Mrs. Peck **before** the SPX Submission Deadline (outlined in the box above):

- The completed application
- Check to pay for the test (or conformation of payment if registered Online)
- Copies of any testing (old and current)
- Email of accommodation background