

Services for Students with Disabilities (SSD)
Overview for
Coordinators

Spring 2026 SAT Junior State Administration

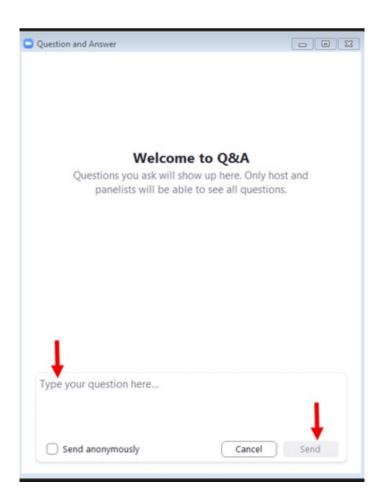
November 12, 2025

Housekeeping

Please utilize the Q&A box within Zoom to ask a question.

This presentation recording and presentation deck will be posted to the <u>Kentucky SAT Webpage</u> within a week of the conclusion of the training.





Agenda

	Testing Window and SSD Deadlines	
2	Roles and Responsibilities	
3	Accessing SSD Online	
4	Accommodations and Supports for CB Assessments	
5	Commonly Requested Accommodations	
6	Submitting New Accommodations Requests	
7	Text-to-Speech vs Screen Reader	
8	Ending Extended Time Early	
9	Temporary Supports / Paper Testing	
10	Training/Resources/Help	

Sharing Personal Identifiable Information (PII) With College Board

Student PII may include any combination of the following data:

- Name
- Date of Birth
- Address
- Telephone number
- Email address
- Identifying numbers, such as the SSD Number

Please exercise caution when handling student PII.

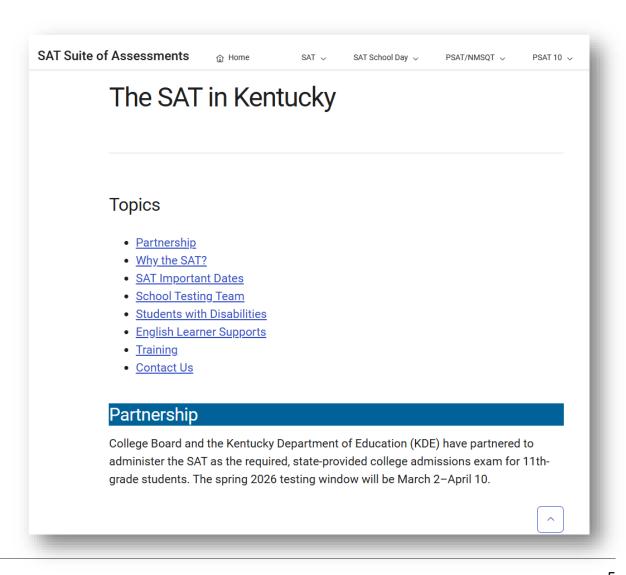
If it becomes necessary to discuss an issue that involves sharing this information, please communicate via telephone.



Kentucky Webpage

- Access resources to support KDE Spring 2026 SAT Junior State Administration
- Bookmark and visit often for new resources as the year unfolds

https://collegeboard.org/kentucky





Testing Window and SSD Deadlines

KDE Spring 2026 Digital Testing Window

Monday, March 2 - Friday, April 10, 2026





✓ ALL testing must be complete by April 10.

2025-2026 SSD Deadlines

Activities	Open Date	Deadline
State Data Management System (SDMS)	Jan. 31, 2026	Early May
Test Day Toolkit	First week of February 2026	Early May
CB Approved Accommodations	Now	January 12, 2026
State-Allowed Accommodations (SAAs) Requests	January 9, 2026	February 9, 2026
EL Support Requests for Up to Time and One-Half	Mid-December 2025	February 9, 2026
Paper shipments for approved accommodated testers begin	Mid-February 2026	All returns must be postmarked 4/10/26 or earlier
Testing Window	March 2, 2026	April 10, 2026



SSD Coordinator Role



SSD Coordinator

The SSD coordinator is responsible for:

- Submitting accommodation requests for all students who require them.
- Submitting EL support requests for all students who require them.
- Communicating with students and families about necessary testing accommodations.
- Reviewing accommodations for students who received approval previously to ensure those accommodations still meet the needs of the student.
- Assisting the test coordinator in determining rooms and staff required for administering the test with accommodations.
- Working with the test coordinator and technology coordinator to make sure student devices are configured to support assistive technology (as needed) for testing.
- Partnering with the test coordinator to administer the assessments to students who are testing with accommodations.



Accessing SSD Online

College Board Educator Account

Your College Board Educator Account is your ticket into a variety of College Board systems and processes

If you already have a College Board Educator account, you must update your account using the steps provided on the previous slide.

- The email address you use must be your professional school or district provided email. Do not use a
 personal email address to access College Board systems.
- If you do not remember your password, please use this <u>Forgot Password</u> feature.

If you do not already have a College Board educator account, you will need to create one here.

New SSD Coordinators

♥ CollegeBoard

SSD Coordinator Form

Becoming your school's SSD Coordinator

The SSD Coordinator acts as a liaison between the school and the College Board, ensuring that students can take College Board exams with the appropriate accommodations.

As the SSD coordinator, you will manage students' SSD Online records and submit accommodations requests.

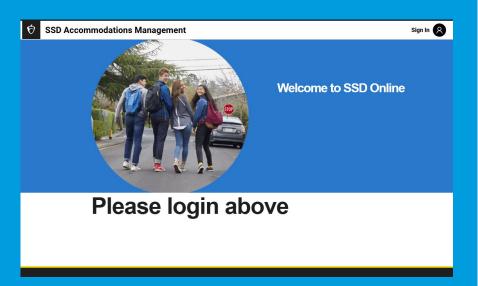
- 1. Create (or confirm) your College Board professional account first
 - . Go to collegeboard.org/account and sign in or select "Create Account."
- Use the same professional account for every school you serve; do not create multiple accounts.
- 2. Complete one request per school
- If you are an SSD coordinator for more than one school, submit a separate form for each institution.
- 3. Upload written approval from your school administrator (principal, assistant principal, or superintendent) confirming your request to serve as the SSD coordinator for your school.
- This can be in the form of an email, letter, or other official correspondence. The approval must clearly state your school's name and the administrator's title.
- 4. Agree to the Educator Legal Terms
- By submitting this form, you acknowledge and accept the College Board <u>Legal Terms</u> for Educators and Institutions.
- 5. School affiliation will be verified
- As part of validating the request, we will confirm your affiliation with the school and your role.
- You will be notified once your request has been processed. Access information will also be sent to the school administrator.
- Please allow up to 5 business days for processing.
- 7. This form does not save progress please complete it in one sitting.

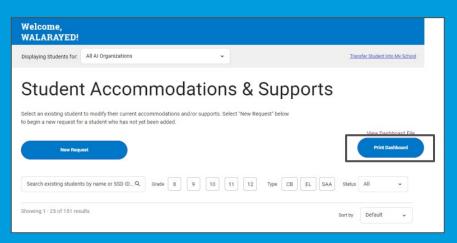
Important: Every school should designate at least one SSD coordinator. if your school has multiple coordinators, designate one as the primary. The school's primary SSD coordinator is also designated the testing coordinator for any SAT Weekend school-based testing. This role includes receiving secure test materials for paper-based testing and overseeing test-day accommodations.

To access the SSD Online system, new SSD coordinators will need to request access.

- The school must have an Attending Institution (AI) code to establish SSD Online access.
- Educators must have a College Board professional account and must also complete the <u>SSD Coordinator Webform</u>.
- Each school should have one Primary SSD coordinator, but back-up coordinators can be requested.
- If you support more than one school as SSD Coordinator, individual webforms need to be submitted for each school.
- There is no district user access for SSD Online.







https://ssdonline.collegeboard.org/

What is SSD Online?

SSD Online is College Board's online request and management system for accommodations.

SSD coordinators can use SSD Online to:

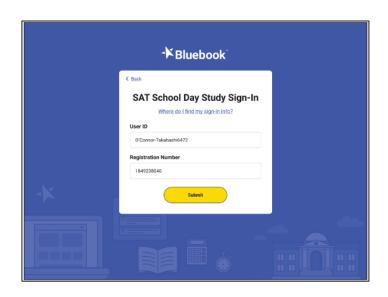
- Request testing accommodations for their students
- Track the status of accommodation requests
- View information about all their SSD students in one place



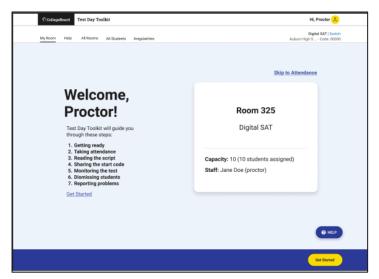
How the Systems Work Together

- Bluebook
- Test Day Toolkit
- State Data Management System (SDMS)
- Services for Students with Disabilities (SSD) Online
- SAT Suite Ordering and Registration (SSOR)

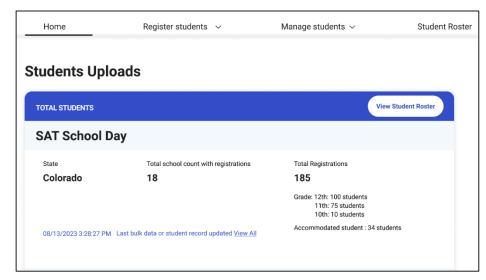
SAT Test Administration Systems



Bluebook (for Students)



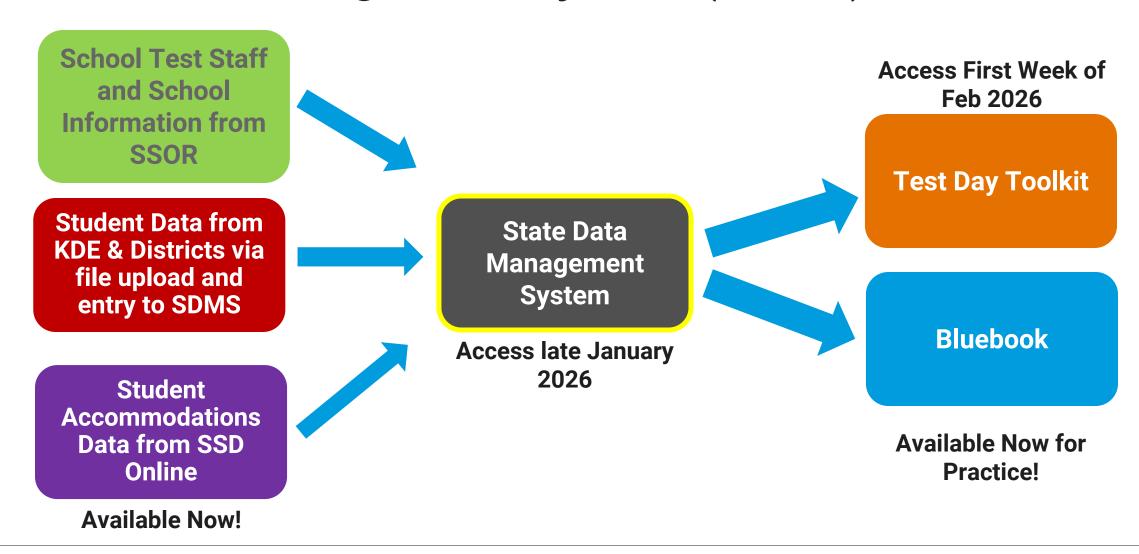
Test Day Toolkit (for Test Coordinators and Proctors)



State Data Management System (SDMS) (for registration management)



State Data Management System (SDMS)





Accommodations and Supports

- 1. College Board Approved Accommodations
- 2. State-Allowed Accommodations (SAAs)
- 3. Multilingual (EL) Supports
- 4. Temporary Conditions/Supports

1. College Board Approved Accommodations

- These accommodations result in a college or scholarship reportable score.
- Students must have their need for testing accommodations documented in an IEP or 504 plan
- College Board accommodations previously approved do not need to be requested again unless there is a change in the student's accommodation needs.
- Accommodations requests must be submitted for new students who require testing accommodations
- Accommodations will stay active until 1 year after a student graduates

3. English Learner Supports

These supports are for students who are considered English Learners by your district.

An IEP/504 is not required for any of these supports.

These requests are automatically approved.

Students who use EL supports will receive a college reportable score.

EL Supports Requested in SSD Online – Advanced Notice Required.

EL Up to Time and One-Half (+50%)

Students receive a support of up to time and one-half on each section of the test.

Embedded Text-to-Speech for Math Sections

Students receive the embedded text-to-speech on the math section of the SAT/PSAT.

EL Math Only Testing (for first year EL students only)

Students will only be presented with the math section of the SAT/PSAT.

These support MUST be requested in SSD Online, requiring parental consent.

English Learner Supports

EL Supports not requested in SSD Online; no approval needed.

Translated Test Directions

- Printed versions of the test directions can be distributed by educators to students on test day as needed.
 - Languages available include Albanian, Arabic, Bengali, Chinese/Mandarin, French, Gujarati, Haitian Creole, Hindi, Hmong, Mexican Spanish, Navajo, Pashto, Polish, Portuguese, Russian, Spanish, Ukrainian, Urdu, and Vietnamese.*
 - *Available for download in February 2026
- Schools can use a locally-provided translator to create translations of test directions into languages not provided above.

Word-to-Word Bilingual Dictionaries

The list of approved dictionaries can be found on <u>College Board's website</u>.

Note: Translated test directions and word-to-word bilingual dictionaries DO NOT require a request in SSD Online.

2. State-Allowed Accommodations (SAAs)

- State-allowed accommodations should be used only in very rare circumstances because they result in a non-college reportable score.
- State-allowed accommodations must be requested in SSD Online and renewed annually.
- Note: EL Math Only Testing and Text-to-Speech for Math (Embedded), are also offered as EL Supports with college-reportable scoring.

Partial list of state-allowed accommodations for Kentucky. Visit SSD Online for full list.

Permission for	Extra Breaks	Use of Math Aids
Food/Drinks/ Medication	Human Reader for Digital Tests	(Ruler, Abacus, Manipulatives, etc.)
Most extended time types		Use of magnification
Reading content &		device
Questions in native language		Embedded Text to Speech

Considerations for Accommodations Requests

Consider the following:

- Can the student's need be met the test using universal tools?
 - A student can use universal tools without submitting an accommodations request. (ex. A request for magnification device is not needed if the student's need is met using the zoom-in feature)
- If a request for accommodations is needed, consider these questions before beginning the request:
 - 1. Have you obtained consent to submit an accommodations request on behalf of this student? If you have not, you must obtain consent before submitting the request in SSD Online.
 - 2. Do you have this student's demographic information SSD number (if the student already has accommodations requests submitted in SSD Online), disability diagnosis, and the testing accommodation needs as written in their IEP or 504 plan.
 - 3. How has your school been supporting this student's need within a testing situation?
 - 4. What specific accommodation(s) do you need to request for this student?

Universal Tools

Universal testing tools, certain accessibility considerations, and select English Learner (EL) supports do NOT require an SSD Online request or approval

- Digitally-embedded universal testing tools available to all students in BluebookTM
 - Hideable Test Timer
 - Desmos Graphing Calculator (entire math section)
 - Math Reference Sheets
 - Mark for Review
 - Line Reader
 - Answer Option Eliminator (cross-out feature)
 - Question Menu
 - Color Contrast
 - Zoom In/Out and Magnification
- More information about universal tools can be found at: https://bluebook.collegeboard.org/students/tools

Testing with Assistive Technology

BluebookTM provides and permits a range of assistive technology options

Please click on the specific accommodation-oriented links below in addition to your operating system's installation instructions (<u>Chromebook</u>, <u>Windows</u>, <u>iPad</u>, <u>Mac</u>) for complete details on what accessibility resources are available and how to ensure they are provided to the students who need them:

- Universal accessibility features available directly in Bluebook™ to all students without any additional request or configuration
- Embedded additional accessibility tools available directly in Bluebook™ to students with a corresponding approved accommodation
- External assistive technology available on the computer of a student if they have an approved
 accommodation that requires that non-embedded tool to remain provided on their computer after they log
 into Bluebook™

Circumstances that Do Not Require an Accommodation Request

Universal testing tools, certain accessibility considerations, and select English Learner (EL) supports do NOT require an SSD Online request or approval

- Non-embedded accessibility <u>considerations</u> permitted at the school's discretion for in-school testing:
 - Small Group Testing (no minimum, recommended maximum of 10-15 students per standard sized classroom)
 - Preferential seating
 - Wheelchair accessibility and/or special furniture (seating distance rules still apply)
 - Access to nurse/aide during breaks
 - Familiar proctor (conflict of interest rules still apply)
 - If a student chooses to take SAT Weekend in the future and needs these accommodations, a request must be submitted in SSD Online at that time.
- The EL Supports of word-to-word bilingual dictionary use and a printed copy of the translated test directions do not require an SSD Online request.

Circumstances that Do Require an Accommodation Request

When universal testing tools and permitted considerations do NOT meet a student's needs as written in their IEP or 504 plan

- If none of the universal testing tools, considerations, or supports listed on the prior slides meet a student's IEP/504 plan requirements, an <u>accommodation</u> may be requested for a student with a documented disability and who has a demonstrated functional impact.
- When submitting a request for an accommodation in SSD Online, if your request triggers a
 requirement to upload documentation, that documentation must demonstrate the student's
 disability and the functional impact of that disability for the student.



Commonly Requested Accommodations

Note: For more details regarding these Commonly Requested Accommodations, visit the page numbers posted on each slide, found in the <u>SAT Suite Accommodations and Supports Handbook</u>. This handbook will be updated for Spring 2026 in early December 2025.

Commonly Requested Accommodations - p23*

Category in SSD Online: "Extended Time"

Accommodation Name	Detailed Request/Definition	
Note: If a student is approved for Extended Time on Reading, they will receive extended time on both sections of the test.	 Up to Time and One-Half Up to Double Time Up to More than Double Time Please consult the Test Coordinator Manual for specific timing tables. Nearly all test takers will test in one day. 	
Limited Testing Time	Students test over multiple days to prevent exceeding their approved maximum time per test session. For students approved for 2 days, Bluebook will deliver 2 test cards; 1 for each day of testing. Students requiring 3 or more days to test will require a paper test.	

Commonly Requested Accommodations - p43*

Category in SSD Online: "Extra Breaks and/or "Extended Breaks"

Accommodation Name	Detailed Request / Definition
Extra Breaks	Module times remain standard, but a 5-minute break is added between modules within each section
Extended Breaks	Module times remain standard, but each break time is double the standard break time
Extra and Extended Breaks	Module times remain standard, but each standard break time is doubled in length, and a 10-minute break is added between modules within each section
Breaks as Needed	Students can "stop the clock" and take breaks as needed

Commonly Requested Accommodations - p27*

Category in SSD Online: "Reading/Seeing Text" and "Recording Answers"

Name	Detailed Request / Definition
Embedded Text-to-Speech	Enables TTS function is available in Bluebook
Non-Embedded Screen Reader	Enables third-party or operating system-integrated screen reader application to persist in $Bluebook^TM$
Speech-to-Text Dictation for Digital Exams	Enables third-party or operating system-integrated speech-to-text application to persist in $Bluebook^TM$

- * In the rare event a student cannot test with:
- Text-to-Speech, Screen Reader or with Speech-to-Text, a human reader and/or writer/scribe may be approved to permit (1:1 with automatically enabled Up to Time and One-Half)
- Zoom in/out universally available in BluebookTM, Magnification Device may be requested
- Color contrast setting available on their device that is adjustable without accommodation, physical Color Overlay permission may be requested

Commonly Requested Accommodations - p30 & 39*

Category in SSD Online: "Reading/Seeing Text"

Category/ Accommodation Name	Details of Request
Reading/Seeing Text 1. Refreshable Braille 2. Braille Paper Testing-UEB with Nemeth Code 3. Braille Paper Testing-UEB with Technical Math 4. Raised Line Drawings	 If Braille is selected, there will be subsequent selections to further delineate the request. If Refreshable Braille is selected, a digital test will be provisioned for the student, in the assumption a screen reader software will be utilized. If a paper braille test in UEB with Nemeth code is desired, make that selection to set up a paper test shipment If a paper braille test in UEB with technical math is desired, make that selection to set up a paper test shipment. Provides physical supplement to the digital exam when desired by students using Screen Reader instead of Braille to read the test. If a paper braille test form is requested, the Raised Line Drawings supplement will be included in the test book and does not need to be requested separately.

Recording Answers – p30 & 39*

Category in SSD Online: "Recording Answers"

Category/ Accommodation Name	Details of Request
Recording Answers Braille Writer	For paper and pencil tests, approved students may use manual braille writers, like a Perkins Brailler, for all test sections, but unless otherwise approved, electronic braille notetakers may only be used for math calculations. For digital tests, students can use braille writing software or connect an electronic braille writer to their device. Braille notetakers cannot be connected to any network, but they must be connected to a display monitor so the proctor can see what the student is typing. Personal computers cannot be used as braille writers.

Commonly Requested Accommodations - p22*

Category in SSD Online: "Modified Setting" and "Other" *

Name	Detailed Request / Definition
Auditory Amplification / FM System	Students can use their FM system. Permits student to use headphones for these purposes, as well as the proctor to wear a microphone to give instructions to the student.
ASL/SEE - Direction Only	Permits student to have spoken instructions from the proctor signed to them in either American Sign Language or Signed Exact English. Sign language interpreters must be able to effectively able to do so, as well as voice the student's signing to the proctor. Conflict of interest rules still apply.
Food/Drink/Medication	Permits student to bring food, drink, and/or medication into the testing room.

Commonly Requested Accommodations

Students with Diabetes - a combination of accommodations may be needed

Name	SSD Category	Notes
Permission to test blood sugar	Other	Testing only may occur on breaks.
Permission for mobile phone in test room	Other	Phone will need to be in airplane mode/guided access and remain on proctor desk. Documentation is required.
Extra Breaks or Breaks as Needed	Extra/Extended Breaks	
Food/drink/medication in test room	Other	

Questions to consider:

Does the student need to test their blood sugar during the test?

- If extra or extended breaks, and/or use of a mobile phone is needed, these must be requested separately. Does the student have a monitoring system other than a mobile phone?
- If not, a mobile phone must be submitted as an Other accommodation request.

Check for Understanding

- The following 3 slides contain common scenarios encountered by schools when requesting accommodations for their students.
- We will poll our participants to test your knowledge!





Following their IEP, a student receives extended time on classroom tests.

On those classroom tests, the student sometimes uses their additional time to complete questions.

However, they often use that time to take additional breaks during testing instead.

What would be the most appropriate College Board accommodation(s) to request?

Scenario 1

- A. Up to Time and One-Half and extra breaks.
- B. Extra Breaks
- C. Up to Double Time and extended breaks
- D. Up to Time and One-Half

Answer: Up to Time and One-Half and extra breaks

Scenario 1 - Solution

- If the student does not need additional on-the-clock time to complete questions, they may not need to request extended time.
- Break accommodations, such as Extra Breaks, Extended Breaks, or Breaks as Needed may more closely match how this student has been using additional time on their classroom tests.
 - -Extra breaks provides the student with an additional break during each section.
 - -Extended breaks provides the students with a break that is double the standard break time.
 - -Breaks as needed allows the student to stop the test and take a break when they need to do so.
- Discuss the student's needs with the student and their family.
 - -If possible, have the student take a practice test using extended time and/or the break accommodations to determine the most appropriate accommodation(s) to request.

Following their IEP, a student uses large print instructional materials during class.

What universal tools or accommodations would meet this student's needs?

Scenario 2

- A. Braille paper test
- B. Large print paper test
- C. Zoom and/or a large monitor or projected test
- D. A magnifying glass

Answer: C. Zoom and/or a large monitor or projected test

Scenario 2 - Solution

- The student may be able to take College Board exams in BluebookTM using our universal testing tools. Therefore, before requesting an accommodation:
 - -Have the student try the zoom in/out function available to all students using the test preview or a full-length practice test available in BluebookTM.
 - -If greater magnification is necessary, try zoom in/out on a device with a larger screen size or using a more appropriately sized external monitor.
- If the student's needs are not satisfied by these universal tools/options, do they ever use a Magnification Device (electronic/non-electronic) with their computer at school? This is a College Board accommodation you can request.
- In the rare event that none of the above options meet the student's needs due to their documented disability and degree of functional impact, paper testing may be requested.

Following their IEP, a student has a human reader for classroom tests.

What accommodations would meet this student's needs?

Scenario 3

- A. Embedded Text-to-Speech
- B. Human Reader for Digital Tests
- C. Screen Reader
- D. Dictation

Answer: A or B!

Scenario 3 - Solution

- Most students with a human reader accommodation on classroom tests can use Bluebook[™] to test digitally.
 - Request "Embedded Text-to-Speech" for students with a reading-related learning disorder or (non-embedded) "Screen Reader for Digital Assessments" for visually impaired students who use a screen reader application on their computer.
 - -We recommend that students practice with these accommodations in Bluebook™ prior to submitting an accommodations request.
- In the rare event that these options do not meet the student's needs, a human reader may be requested.
 - -The human reader accommodation requires 1:1 testing.
 - The student's test will be slightly longer and non-adaptive.
 - -Students using a human reader test digitally unless they are receiving a paper test due to a different, additional accommodation (rare).



Submitting New Accommodations Requests

Requesting New Accommodations in SSD Online

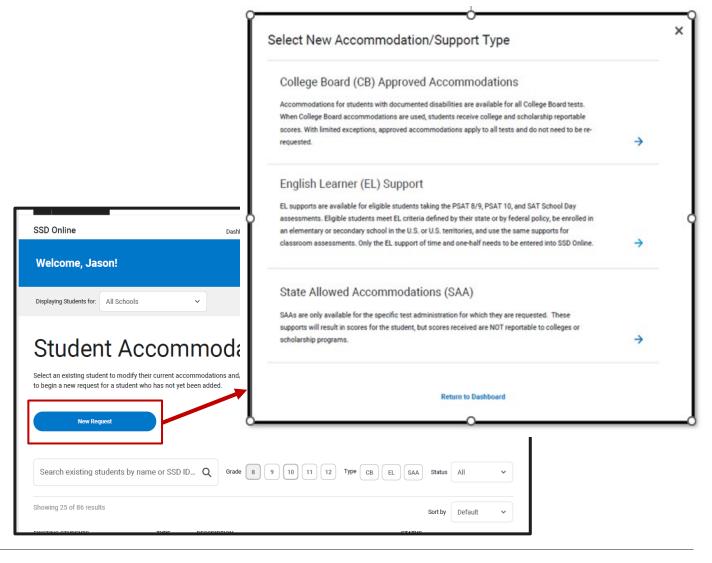
Best Practices

- All new accommodations requests must be submitted no later than the state deadline of January 12.
- Discuss the accommodations to be requested with the student and their family:
 - Were they discussed during IEP/504/Plan meetings?
 - Are they congruent with what this student uses for other standardized or classroom tests?
 - Does the student and their parents/guardian(s) understand the difference between College Board tests and these other assessments? Does this understanding change the College Board-approved accommodations they wish to have?
- Carefully review SSD Online's disability/accommodation categories and avoid unnecessarily selecting the option "Other."
- Once the request is entered into SSD Online, carefully review the student's information to ensure it is free of errors before pressing submit.
- Check your SSD Dashboard regularly and watch for College Board emails regarding decisions or requests for additional information.

Submitting a New Request in SSD Online

What <u>type</u> of accommodation are you requesting?

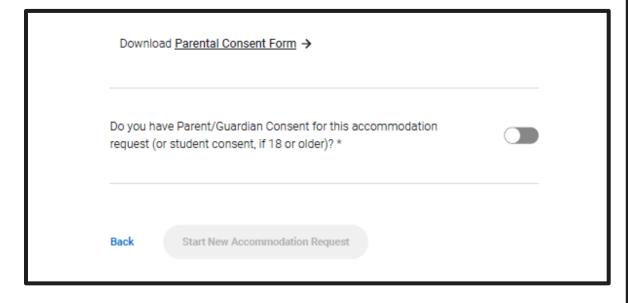
- Access SSD Online through your <u>College</u>
 <u>Board professional educator account</u> or by
 using the same credentials to log in directly
 at <u>www.collegeboard.org/ssdonline</u>.
- Click the blue "New Request" button on your SSD Online dashboard.
- Click the blue arrow at the bottom right of the "New Accommodation/Support Type" you wish to request.

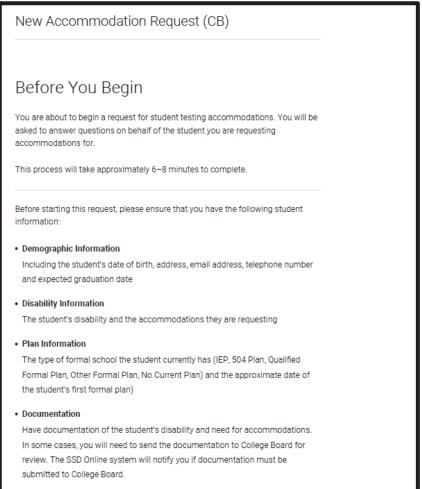


Submitting a New Request in SSD Online, ctd

Are you ready and do you have permission to submit a request on behalf of this student?

- Review the "Before You Begin" page
- Confirm you have the appropriate consent to continue (signed consent forms are not uploaded to SSD Online, or sent to College Board or KDE, but must be in writing and retained at the school)



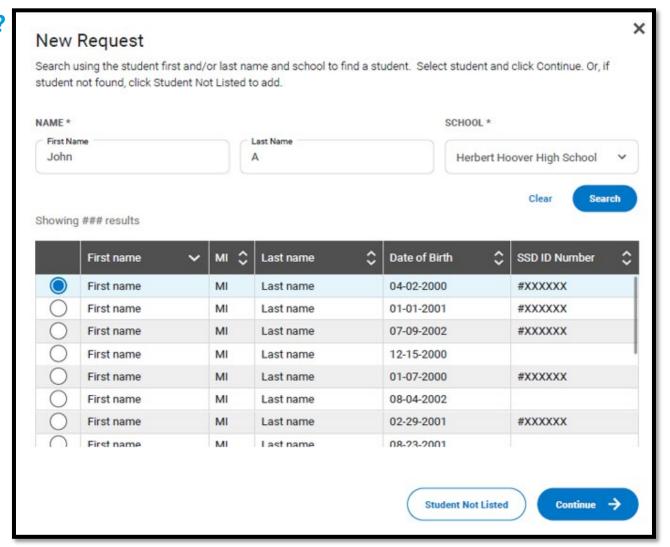


Submitting a New Request in SSD Online - Student

For whom are you requesting this accommodation? Part I: Finding your student

- Search and select the name of the student, then click the blue "Continue" button at bottom right.
- If the student does not appear in your search result, click the "Student Not Listed" button also at the bottom of the page and follow the prompts to enter this new student's information (next slide).
- NOTE: A student may be new to your school but already have approved accommodations in SSD Online from a prior enrollment. Search first.

Also, many students share names. Check all data in a row of results before selecting that student and proceeding.

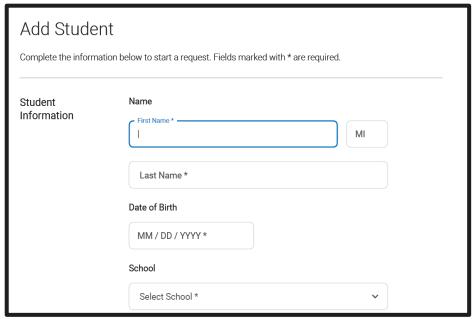




Submitting a New Request in SSD Online - Add Student

For whom are you requesting this accommodation? Part II: If your student was not found

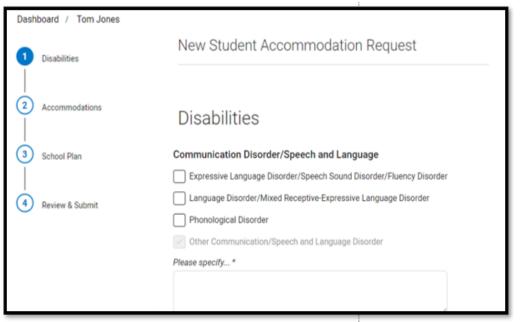
- If your student was not found and you clicked the "Student Not Listed" button on the prior screen, follow the
 prompts below to enter this new student's information into SSD Online.
- Once the "Add Student" screen is complete you will join the workflow for creating and submitting your request.



Submitting a New Request in SSD Online - Disabilities

Why are you requesting an accommodation?

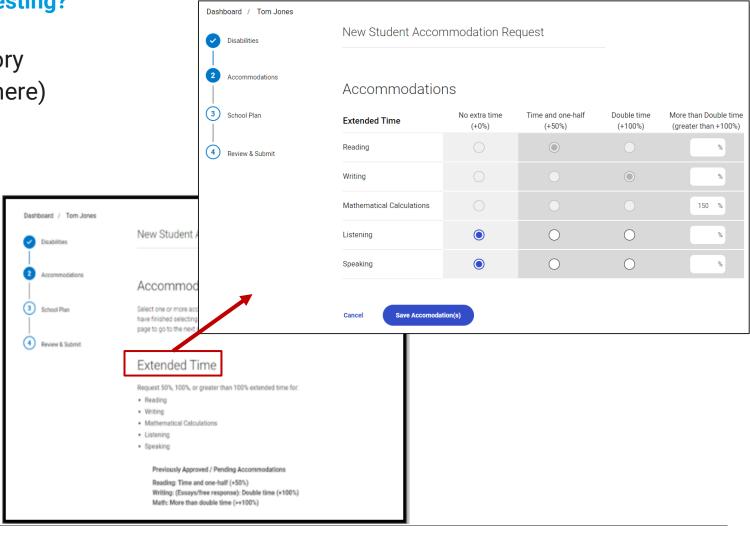
- Once your student has been selected or added and consent is confirmed, select and specify the disabilities
 this student has that require testing accommodations. Temporary disabilities (e.g., a broken arm) can also
 be requested here closer to the opening of the testing window.
- NOTE regarding English Language (EL) Supports: You will not be requested to provide a documented disability. However, this accommodation expires at the end of the school year and needs to be re-requested every year it is still needed.



Submitting a New Request in SSD Online - Accommodations

What specific accommodation(s) are you requesting?

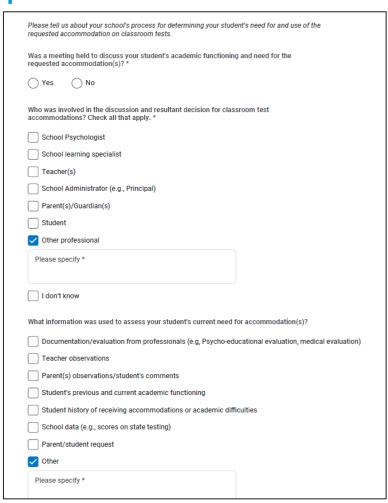
- Click to proceed to the appropriate category (for example, "Extended Time" as shown here)
- Tick appropriate requests then click the blue "Save Accommodations" button at the bottom of the screen
- NOTE: SSD Online's accommodations are categorized under this framework *:
 - Extended Time
 - Extra/Extended Breaks
 - Reading/Seeing Text
 - Recording Answers
 - Modified Setting
 - Other (do not select unnecessarily)



Submitting a New Request in SSD Online-Student Plan

How has your school been supporting this accommodation before this request?

- Enter your "School Plan" regarding this student:
 - Click through responses
 - Free type responses whenever "other" is selected
 - Responses will require:
 - Information about the process used to determine the student's need for this accommodation
 - Confirmation whether the requested this accommodation is:
 - In the student's plan
 - Used by the student on classroom tests
- If further documentation is needed, SSD Online will indicate and provide the opportunity to upload.



Submitting a New Request in SSD Online - Complete

Completion

- Read and consent to the terms and agreement confirming that your prior responses regarding this
 request are true and accurate
- After submission, check your SSD Dashboard regularly and watch for College Board emails that
 provide decisions or requests for additional information regarding any of the accommodations
 you submitted for this student.



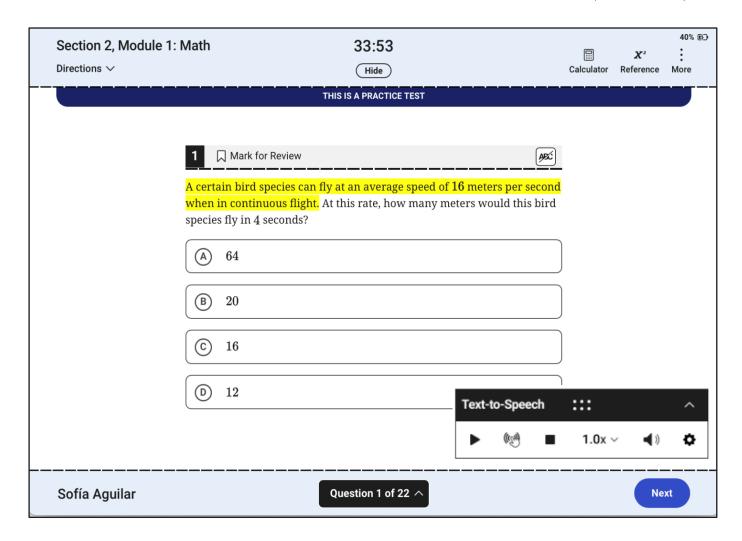
Text-to-Speech versus Screen Reader

Bluebook's Embedded Text-to-Speech (TTS)

Functions and Features

- Available on all set-up, check-in, and testing pages (including as an option on test previews and full-length practice tests)
- Works offline if internet access is lost, and does not increase exam download size or Bluebook's bandwidth requirements (i.e., device and network requirements do NOT change)
- Will appear as an embedded toolbar with basic controls: play, pause, speed, volume, and select a voice (2)
- Can start from the top of the screen or student may select a sentence to speak
- Highlights the sentence being spoken
- Reads math and tables
- Provides short descriptions for images and graphs
- Does NOT automatically include extended time (this must be requested as a separate accommodation)

Bluebook's Embedded Text To Speech (TTS)



Embedded Text to Speech vs Screen Reader

Embedded Text to Speech	Screen Reader
Designed for students with a print or reading disability, as well as English Learners.	Designed to serve the visually impaired, who need assistance navigating from page to page.
Not designed specifically for students with visual impairments.	Screen readers also convert digital text to braille for students who use a refreshable braille device.
Embedded tool within Bluebook – no extra configuration required.	May be part of the device operating system through the accessibility features.
Does not automatically enable extended time; request as a separate accommodation if needed.	May be external software, such as JAWS. Does not automatically enable extended time; request as a separate accommodation if needed.



Ending Extended Time Early

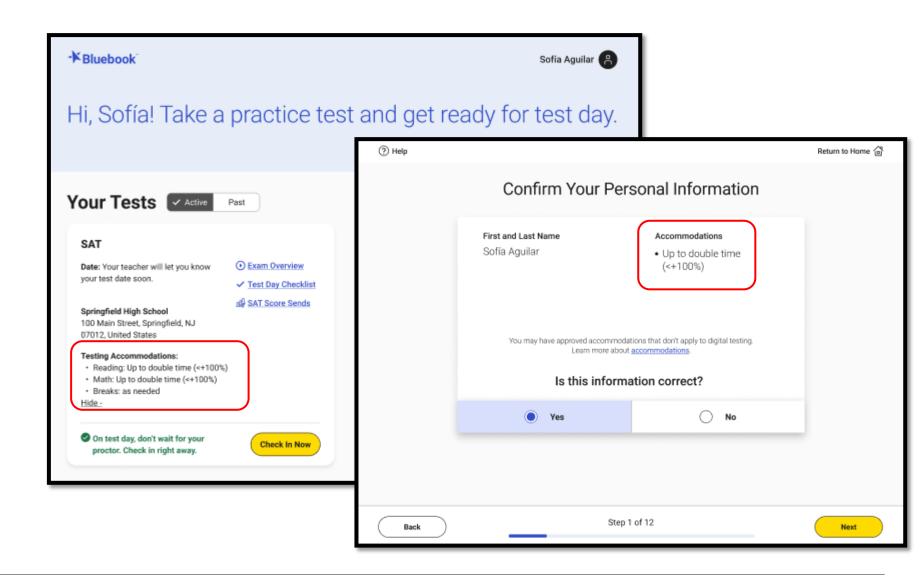
Ending Extended Time Early

Availability and Accessing

- Available to:
 - All variations of extended time (time and one-half; double time; more than double time), SAAs, and EL Time and One-half
 - Provisional accommodations (e.g., when extended time is automatically applied for a test taker approved for screen reader)
- Students accessing:
 - Must sit (at a minimum) for the standard time for each module
 - Break times will NOT change (including extra and nutrition breaks). Students must take full break time(s)
 - Students approved for multi-day testing will still test over two or more days. Division of sections/days will be the same
 - Can move ahead at the module level once standard time has expired, including:
 - From one section to the next if ending the second module early
 - From their final section to submission
 - Can't go back once they've moved forward into the next module, even if time was remaining

How it looks

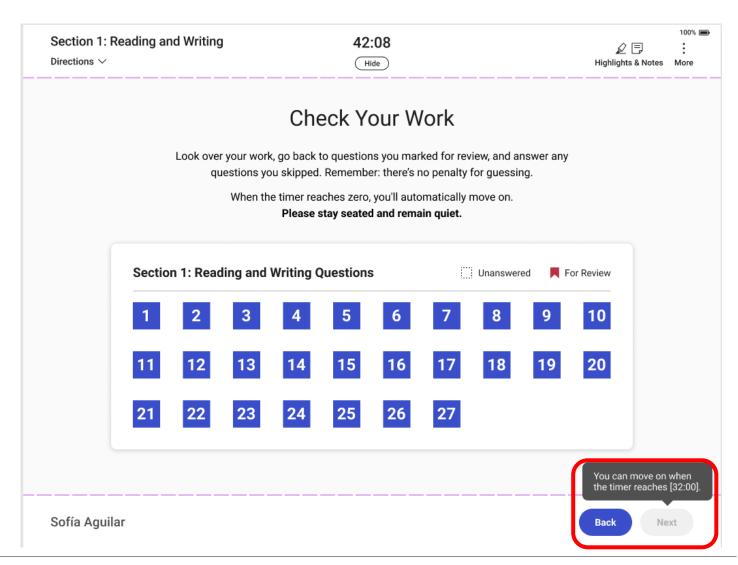
 Approved student accommodations will display on their test during the exam setup and check in flows.



End of Module Review Screen

Next Button for Extended Time Testers

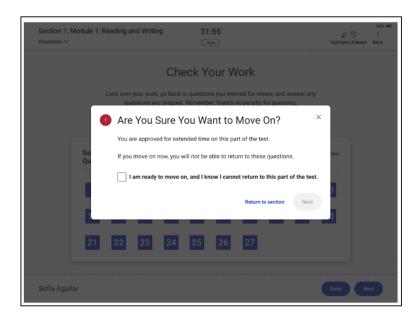
- The "Next" button will only display for students approved for extended time.
- The "Next" button will remain inactive until standard time for the module or part has been reached (next slide).
- If a user hovers over the "Next" button while it is inactive, they will see a tool tip providing guidance as to when it will become active.

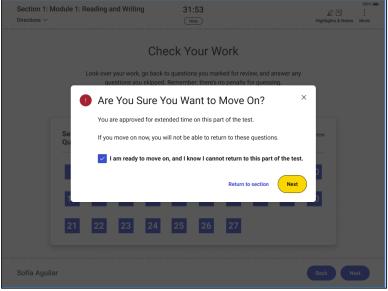


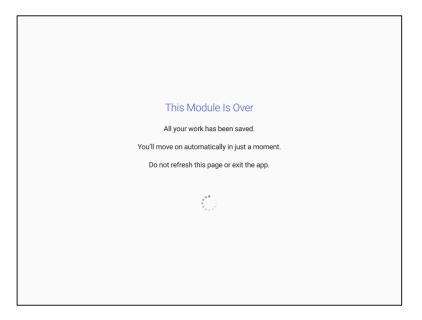
Confirmation Screens

Safeguards to prevent accidental or unconsidered opting out of Extended Time

- When the student clicks "Next", they will need to confirm their understanding that they cannot return to the module/part if they opt to move forward.
- While in the confirmation screens, if they check the box and click "Next" again, only then will they proceed
 to the end of module screen and rejoin the existing flow of the exam.

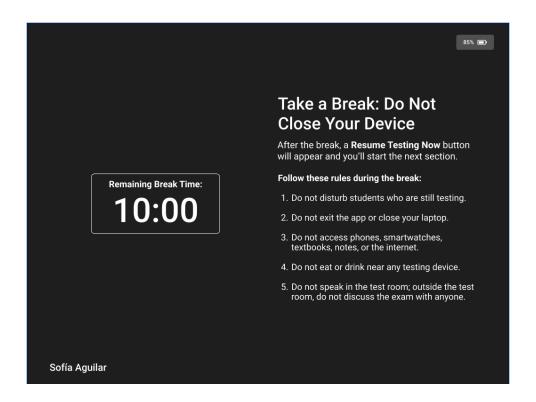


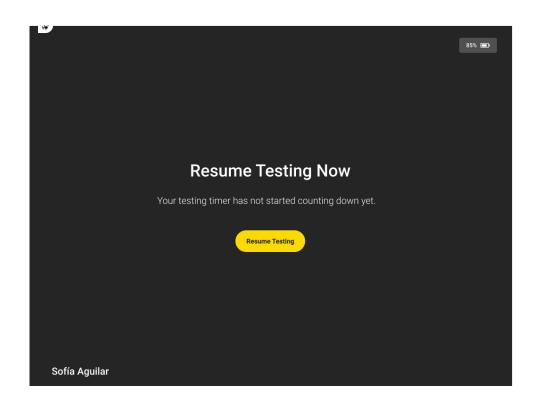




Break Screens

Break screens do not change for Extended Time testers

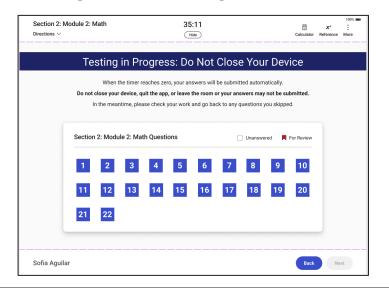


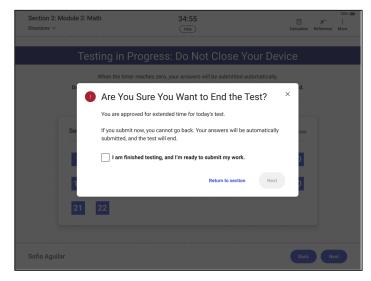


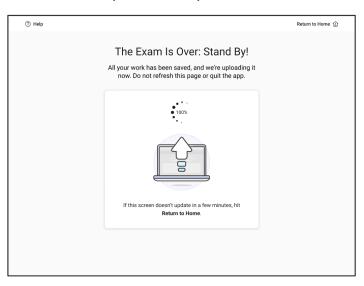
End of Module/End of Test Review Screen

Safeguards to prevent accidental or unconsidered ending of the exam with Extended Time remaining

- The final review screen follows the same safeguards as the end of module screens:
 - The new "Next" button for extended time testers is inactive until standard time has been reached.
 - -If the student clicks "Next", a set of confirmation screens appears that also emphasizes that confirming will end the test.
- If while in the confirmation screens, the student checks the box and clicks "Next" again, the student will flow through the existing results submission screens, including the "Congratulations" (confetti) screen.









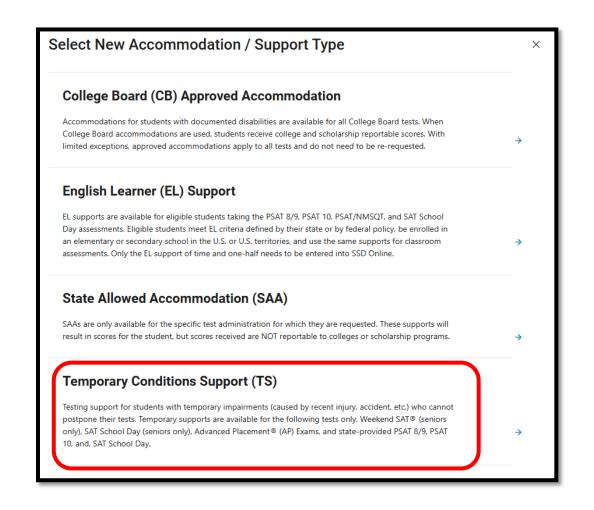


Temporary Supports

Temporary Supports - p. 8

A temporary support request should be requested for any student with a temporary impairment caused by a recent injury, accident, etc., who cannot postpone testing.

- Example: Student has a broken hand/arm/wrist and needs speech-to-text/dictation for recording their answers.
- Documentation required
- Requests within 14 days may not be approved in time

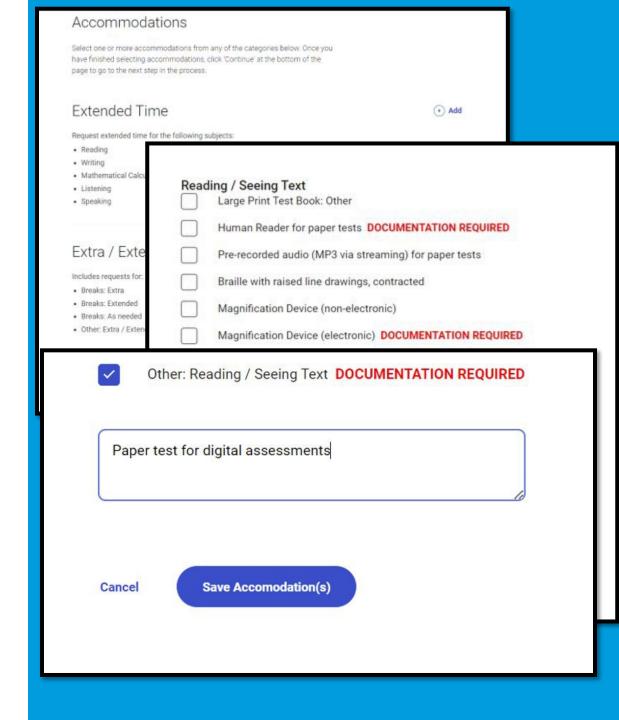




Paper Testing Accommodations

Requesting a Paper Testing Accommodation-p.53

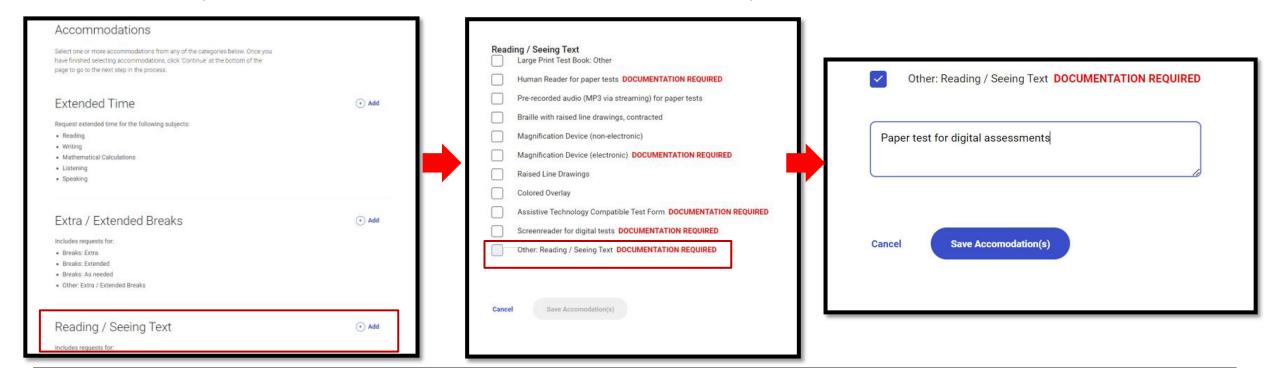
- Most students will take the digital SAT, PSAT 10, or PSAT 8/9 test.
- In rare exceptions, a student may not be able to test using a computer. In such cases, the SSD coordinator should request paper testing for these students in SSD Online.
- The paper version of the SAT is not an adaptive test and is a longer testing experience for the student.



Paper Testing

Submitting a Request in SSD Online

- 1. Select the accommodation area "Reading/Seeing Text"
- Tick the box "Other: Reading/Seeing Text"
- In the textbox that pops up, type the words "Paper test requested for digital assessments" and click save, after which you will be prompted to upload documentation verifying a specific need for paper testing.







Transferring Students in SSD Online

Transfer In At-A-Glance

When a student leaves your school, easily select and transfer them out directly from your dashboard

SSD Coordinator Journey









Identify Student

Review school enrollment for new students with accommodations in SSD Online from a prior school

Collect Student Info

SSD ID or the combination of student first and last name, DOB, address and prior school's AI

Transfer Student

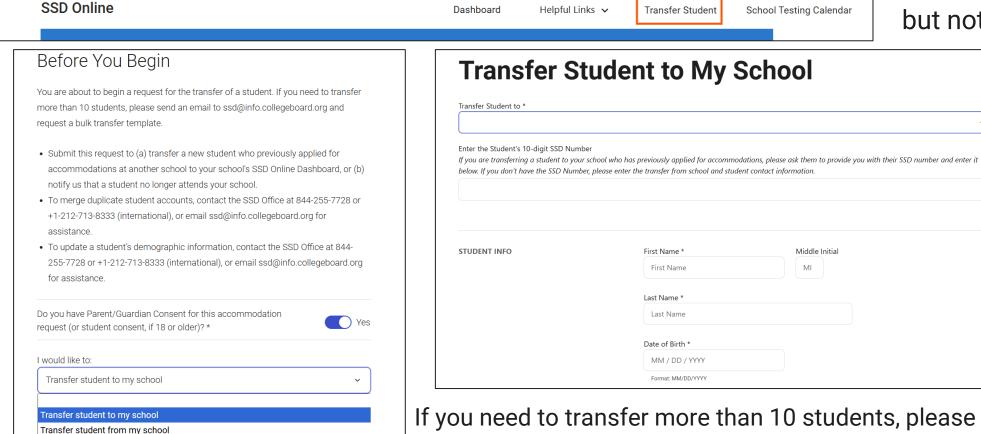
In SSD Online, select Transfer Student and follow prompts to complete

Manage Requests

Confirm student is now on the Dashboard and review or submit accommodation requests as appropriate

SSD Online – Transfer Students

SSD Accommodations Management



SSD ID is helpful but not required.

If you need to transfer more than 10 students, please send an email to ssd@info.collegeboard.org and request a bulk transfer template.

Hi, **Jenn**

Search





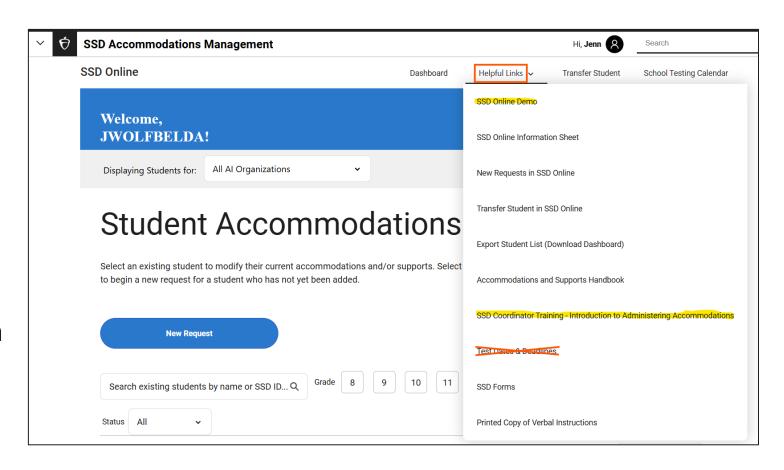
Training

SSD Online Training for SSD Coordinators (SSDCs)

Please Note:

Test Dates and Deadlines for KY Junior State Administration can be found at

https://collegeboard.org/Kentucky.
All other published dates on the
College Board websites, tools, and
services may be national information
not specific to Kentucky.



Online Training

- Coordinators: STCs/BACs must login to professional training and complete the module; however, if they have administered a SAT Suite test in the past year, they will only be presented with the new content for spring 2026 and moved directly to the knowledge check.
- Proctors: Proctors must be trained either in person by the Coordinator or by logging into professional training and completing the modules. Coordinators can mark the proctors as trained on site in their professional training dashboard.
- Hall and Room Monitors: Hall and room monitors can complete College Board's online module, be trained by their BAC using the College Board Hall and Room Monitor online module whole group or review the PowerPoint independently.
- Services for Students with Disabilities (SSD) Coordinators: Training
 is optional for SSD coordinators. If SSD coordinators decide to
 complete training, they can choose between the test coordinator or
 proctor training based on their test day role. SSD-specific training
 modules are available in SSD Online in the Helpful Links area.

♦ CollegeBoard

Available January 26, 2026

https://professionaltraining.college board.org/

Training for SAT Suite of Assessments Test Coordinators and Staff

Learn how to administer the SAT, PSAT/NMSQT, PSAT 10, and PSAT 8/9; keep the tests standardized, fair and maintain an environment where students can do their best.

- · Self-paced interactive modules specific to your role that you can test out of, depending on level of experience
- · Access most resources and guides for the assessments you are supporting
- Coordinators: view staff training progress to understand how prepared your location is for test day

Sign In Sign in to your College Board account to personalize your visit Continue Don't have an account? Create Account

Create Accoun



Resources

Digital SAT Practice in Bluebook



Test Preview

A short set of untimed questions lets students experience digital testing and try out the tools. They won't receive scores or any feedback on their answers.

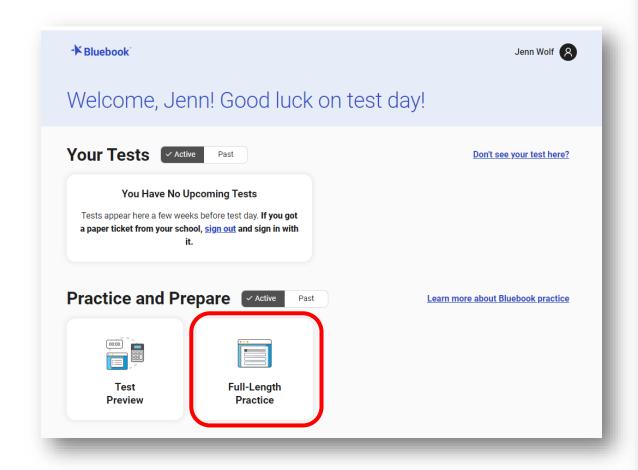


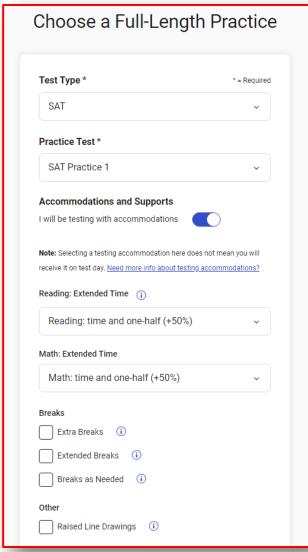
Full-Length Practice Test

Full-length practice tests are timed like a real test and include all the tools available to students on the actual tests. Students are also scored just as they would on the real thing.

https://satsuite.collegeboard.org/practice

Digital Practice in Bluebook





Accommodations and Supports in a Full-Length practice are selected by the student. Approval from SSD Online is not needed.

My Practice



After completing the full-length practice test, students can sign in to My Practice to view their results.

- View practice score results and practice exam questions, answers, and explanations.
- Access progress bars representing knowledge of all the content domains on the test.
- Use practice test scores to filter questions in the Question Bank by domain, skill, and difficulty, allowing targeted practice in areas with the most opportunity to grow.
- Generate a set of Practice Specific Questions based on practice test results to provide additional review in the areas with the greatest opportunities for improvement.

Getting Help

College Board's Kentucky Customer Service

866-609-2430

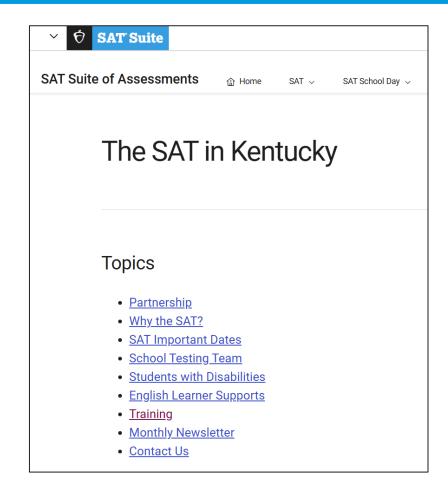
kentuckysat@collegeboard.org

Contact KDE

Christen Roseberry christen.roseberry@education.ky.gov

Office Hours

Dec. 2nd, 2025 – Accommodations / Supports Registration Link:



Visit the Kentucky SAT Webpage

https://collegeboard.org/kentucky



Q&A

Thank You!





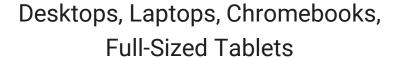
Appendix

- Device Requirements
- SAT/PSAT Overview
- Force Match Accommodations in SDMS

General Device Requirements

Acceptable Devices, Power Requirements, Wi-Fi Accessibility





Chromebooks must be school managed

External mice permitted

Tablets may use external keyboard



Must be charged for 4 hours of battery operation or be plugged in to a power source

Testing devices for students testing with extended time, extended breaks, or breaks as needed must have access to power



Must be able to connect to the internet via ethernet or Wi-Fi

Internet is required to start the test and submit responses at the end of testing

Assistive Technology

BluebookTM provides and permits a range of assistive technology options

Please click on the specific accommodation-oriented links below in addition to your operating system's installation instructions (<u>Chromebook</u>, <u>Windows</u>, <u>iPad</u>, <u>Mac</u>) for complete details on what accessibility resources are available and how to ensure they are provided to the students who need them:

- Universal accessibility features available directly in Bluebook™ to all students without any additional request or configuration
- Embedded additional accessibility tools available directly in Bluebook™ to students with a corresponding approved accommodation
- External assistive technology available on the computer of a student if they have an approved
 accommodation that requires that non-embedded tool to remain provided on their computer after they log
 into Bluebook™



SAT Overview

The SAT has two modules in each section

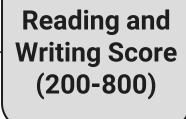
Reading & Writing Section

Module 1

Students are given a broad mix of easy, - medium, and hard questions.

Module 2

Students are given a targeted mix of questions of varying difficulties based on their performance in module 1





10-min break between sections



Composite Score (400-1600)

Math Section

Module 1

Students are given a broad mix of easy, medium, and hard questions.

Module 2

Students are given a targeted mix of questions of varying difficulties based on their performance in module 1

Math Score (200-800)

Digital SAT Test Specifications at-a-glance: Reading and Writing



54 total questions

1 section 2 modules – initial & adaptive



64 total minutes

1.19 min/question



Discrete questions

Digital SAT Test Specifications at-a-glance: Math



44 total questions

1 section
2 modules – initial & adaptive
both with calculator



70 total minutes

1.59 min/question



Discrete questions

75%: Four-option multiple-choice 25%: Student-produced responses (SPR)

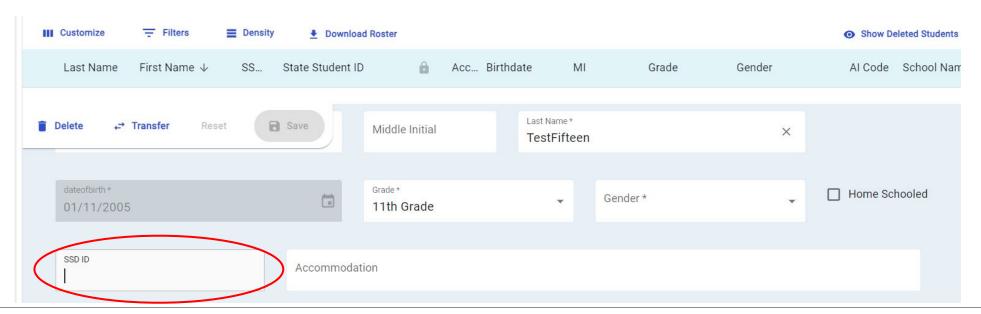


Force Matching Accommodations in SDMS

Force Match Accommodations

If a student's SDMS registration data does not exactly match their demographic data in SSD Online, the student's accommodations may not appear in SDMS or Test Day Toolkit.

If the **SSD Coordinator** is certain the student in SDMS is the same student associated with a particular SSD ID in SSD Online, they may "force match" the student's accommodations by entering the SSD ID into the correct field in SDMS under "student details". This will generate the confirmation prompt on the next slide.



Force Match Accommodations - Confirmation

Are you sure?

The entered SSD ID will be used to match this student to a student record in SSD Online. You should confirm this is the student's accurate SSD ID from SSD Online before proceeding to ensure a student receives their correct accommodations on test day.

Cancel



Click "Force Match" to confirm the match.