SAT School Day

Ohio December 2024 Newsletter

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Ohio SAT School Day Testing Window	
Testing Window Opens	**March 3, 2025**
Testing Window Closes	**April 30, 2025**

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Upcoming Tasks and Due Dates

Task	Due Date
Submit SSD Coordinator Form to College Board- To access SSD Online, new SSD Coordinators must complete and submit the SSD Coordinator Form to College Board. Step-by-step instructions on accessing the SSD Online Dashboard can be found here. For more information on SSD Online, please visit https://accommodations.collegeboard.org/ssd-online.	**December 13, 2024**
Confirm Access to SSD Online: If you are a returning SSD Coordinator, confirm that you still have access to SSD Online by: • Signing into your College Board Educator account at www.collegeboard.org and navigating to SSD Online from your account dashboard, **or** • Signing into SSD Online directly at https://ssdonline.collegeboard.org/.	**December 13, 2024**
Update Your College Board Professional Account- If you already have a College Board Professional Account, you will need to update your account in order to complete required tasks and access College Board systems. **This is required of ALL test staff.**	**December 31, 2024**

Coordinators will need to send reminders to test staff to ensure they have updated their accounts prior to the deadline. Test staff who do not update their accounts by the deadline will lose access to their accounts. **Instructions on updating your account can be found [here](#).** **Sign in and update your account today! [Account Sign In](#)**	
Review & Update Existing Accommodations, **Submit New Accommodation Requests, and** **Submit Up to Time and One Half Supports for English Learners-** Step-by-step instructions on accessing the SSD Online Dashboard can be found [here](#). For more information on SSD Online, including how to review, update, and submit new accommodation requests, visit https://accommodations.collegeboard.org/ssd-online.	**January 13, 2025**
Review the **[SSD Coordinator Training](#)**	**January 6, 2025**
Review the **[District Coordinator Training](#)**	**January 24, 2025**
Review the **[Tech Coordinator Training](#)**	**January 24, 2025**

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Training Opportunities

Ohio SAT School Day- Training Opportunities	
[SSD Coordinator Training](#)	**Available Now**
[District Test Coordinator Training](#)	**Available Now**
[Tech Coordinator Training](#)	**Available Now**
School Test Coordinator Training	**Recording available January 24**
State Data Management System Training	**Recording available January 24**

Trainings will be released once they become available. All trainings will be linked in the corresponding month's newsletter and posted to **The SAT in Ohio College Board website: www.collegeboard.org/ohio**.

In addition to these trainings, College Board will hold Office Hours sessions leading up to and during the testing window.

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College Board AI Code Confirmation Email: January 8, 2025

School Test Coordinators (STCs) and Principals will receive an email on January 8, 2025, which will serve as confirmation that your school is prepared to administer the SAT School Day. This email will include the school's AI code and School Test Coordinator information.

If STCs and principals do not receive an email for a school that is expected to administer the SAT this spring, contact OHSAT@collegeboard.org.

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Important Reminders

- [Off-site Testing Requests Form](#) – Off-site Testing requests should be submitted before February 28, 2025
- [State Testing School Contact Update Form](#)- Use this form to notify College Board of changes to your school's testing staff or to update school staff contact information. **Verification is required.** College Board systems will update within 3-5 business days after verification is complete.
- **Interactive Checklist-** SSD Coordinators, Technology Coordinators, and District Coordinators were invited projects as viewers but not assigned any tasks. School Test Coordinators are assigned all tasks and may then reassign tasks to relevant test day staff, if necessary.
- Technical Readiness Help:
  - [Device Readiness](#)
  - [Device Requirements](#)
  - [Network Readiness](#)

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SAT School Day is a partnership between College Board and the Ohio Department of Education & Workforce.

If you have any questions about eligibility or state policy reach out to michael.reiser@education.ohio.gov

For all other Ohio SAT School Day questions, reach out to OHSAT@collegeboard.org

For additional state-provided resources visit collegeboard.org/ohio