

SAT SCHOOL DAY

Implementation Guide

Virginia

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Access and Setup

School codes, system access, and ordering infrastructure.

School Codes

OVERVIEW

Schools require level 2 codes to administer in-school (SAT School Day and PSAT-related) assessments and receive score reports. To learn more about obtaining school codes, please visit: satsuite.collegeboard.org/K-12-educators/tools-resources/school-code

Implementation Guidance

- Schools that have previously administered SAT Suite of Assessments or Advanced Placement already have required School Codes.
- Organizations without a Code must apply via the link below at least 14* days before the SSD Online accommodations request deadline.
- Visit: schoolcode.collegeboard.org

*Please note that a school will not be assigned a code until they are open and staffed or within 60 days of their open date.

Pre-ordering Support Opens for the 2026-27 Testing Admin

OVERVIEW

Digital testing overview webinars and pre-ordering support open on-or-about April for the 2026-27 admin.

Implementation Guidance

- College Board releases training to support ordering for the 2026-27 admin.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/start/training

Ongoing Training and Support for the 2026-27 Testing Admin

OVERVIEW

In addition to annually updated support materials, College Board utilizes multiple communication channels and established procedures to ensure effective and timely implementation, training, and on-going support for all stakeholders. Our communication methods include telephone calls, conference calls, emails, webinars, and video conferencing. Additional support includes: Remediation outreach from our Operations team to schools at Readiness risk according to our best practices timeline for completion of key activities that support administration, web-based Test Coordinator and Test Day Staff training courses, and recorded webinars available for on-demand access.

Implementation Guidance

- Prior to each test administration, College Board provides professional development for test coordinators through multiple channels. Each test coordinator must complete an online test coordinator training module before the administration occurs. The In-School Educator Experience website is designed to help testing staff prepare for each administration. All resources and materials that school and district coordinators need for a successful administration are provided on this site.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/start
- College Board's tiered system of customer support provides coordinated Contact Center support with established escalation and resolution protocols to assist districts, schools, and educators with implementation and technical activities as they administer test events.

Establishing Access to SAT Suite Ordering and Registration (SSOR) and K-12 Reporting via Manage Access Tool (MAT)

OVERVIEW

Districts and schools that need to order assessments and receive score reports must establish access through the MAT. College Board sends SSOR and K-12 Access Codes to designated org leaders before and during each testing window. Principals, District Test Coordinators, and/or Superintendents appoint a SSOR Access Manager and a K-12 Access Manager.

Access Managers use the appropriate access codes in the Manage Access tool to assign themselves the Access Manager role. They assign appropriate colleagues to other SSOR and K-12 roles to ensure ordering and score report receipt run smoothly and all student information is protected.

Implementation Guidance

- Schools and districts that have ordered in the past may have active SAT Suite Ordering and Registration (SSOR) access managers set up in the College Board's Managing Access Tool (MAT) already. The SSOR access manager will provide SSOR ordering access to the staff responsible for ordering and registration access for the staff responsible for registration.
- Organization leaders at new schools will be sent initial access email within 24 hours of their code's creation allowing them to set up an access manager who can then provision SSOR access rights for staff.
- Additional information can be found at: satsuite.collegeboard.org/help-center/how-do-i-get-managing-access-tool-if-im-first-access-manager-my-institution-schools
- Visit: satsuite.collegeboard.org/help-center/which-user-roles-right-my-colleagues
- For further guidance or if there are issues with setting things up in MAT, schools and districts can call customer service at (866) 630-9305 for help.

Test Ordering

Ordering, fee waivers, and registration windows.

Test Ordering in SSOR

OVERVIEW

Test ordering opens for the 2026-27 admin on-or-about early May. College Board provides a digital system, SSOR, for test order and registration.

Implementation Guidance

- Schools and districts that have established their SSOR access may order for fall or spring assessments for the school year.
- District or school Test Coordinators order SAT School Day through College Board's SAT Suite Ordering and Registration (SSOR) System. Key staff roles must be updated in SSOR.
- Visit: satsuite.collegeboard.org/k12-educators/district-school-pricing
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/register/ordering-in-ssor
- Ordering training course: app.cloud.scorm.com/sc/InvitationConfirmEmail?publicInvitationId=54e6797d-0050-4171-b482-6da830cd9e4d

Fee Waivers and Discounts

OVERVIEW

College Board provides a price discount for in-school assessments based on the federally estimated child poverty rate percentage. The order details page in SSOR provides an estimate of your invoice amount, which includes the adjustments to provide support for low-income students.

Implementation Guidance

- For SAT School Day (an in-school test) price reductions are calculated during Ordering.
- SAT Weekend benefits for students for students using fee waivers: Through College Board's fee waiver program, income eligible students can utilize the following benefits:
 - ♦ 2 free national SATs Weekend administration
 - ♦ Unlimited score reports to send to colleges
 - ♦ Waived application fees at participating colleges
 - ♦ Free CSS Profile applications to apply for financial aid from participating schools
- SAT Fee Waiver codes will be provided in the K-12 Reporting Report for educators to provide to eligible students.
- Students can also request fee waivers and benefits directly via a form on the College Board's website.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/after-test-day/fee-waivers
- Visit: satsuite.collegeboard.org/sat/registration/fee-waivers

Accommodations and Supports

OVERVIEW

College Board provides an online platform, SSD Online, to request accommodations and supports for students who require them during testing. Requests must be submitted in SSD Online no later than seven weeks before testing.

Implementation Guidance

- SSD Online approved accommodations: College Board will provide decision letters for all requests, including detailed explanations for any accommodations not approved.
- For requests that are not approved, schools may reopen the request and provide additional information for review.
- Once a student's accommodations are reviewed and processed by College Board, they remain in effect until one year after high school graduation (with some limited exceptions), and can be applied to SAT®, PSAT/NMSQT®, PSAT™ 10, PSAT™ 8/9 and AP® administrations.
- Visit: ssdonline.collegeboard.org/
- Visit: accommodations.collegeboard.org/
- Visit: bluebook.collegeboard.org/students/accommodations-assistive-technology
- Visit: accommodations.collegeboard.org/support/SSD-updates
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/register/registering-with-accommodations

English Learners (EL)

OVERVIEW

College Board provides supports and policies for English learner students.

Implementation Guidance

- Translated test directions and bilingual word-for-word dictionaries (per an approved list) are available for EL students testing in-school assessments without an advance request to College Board. Translated test directions and word-for-word dictionaries are also available without advanced request.
- In addition, extended time (50% additional time) for EL students is available if submitted in SSD Online in advance. These supports result in college reportable scores to EL students who elect to use these supports.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/register/supports-english-learners

Student Registration and Accommodations

Student registration, accommodations, and English Learner supports.

Registering Students in SSOR

OVERVIEW

Registration opens in early September for the fall testing window and in early February for the spring testing window. Staff assigned to the SAT Suite Data Coordinator role upload student data into SSOR. Staff assigned the SAT Suite Registration role verify the data and accommodations and register the students for testing.

Implementation Guidance

- District or school Test Coordinators order SAT School Day through College Board's SSOR System. Key staff roles must be updated in SSOR.
- District or school Test Coordinators and SSD Coordinators will register students taking SAT School Day through SSOR.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/register
- Visit: ordering.collegeboard.org

Fall Test Ordering Window

OVERVIEW

Fall ordering runs from the opening of the 2026-27 admin in May through the end of September. Late orders can be placed 10/1-10/26/26.

NOTE: orders placed on or after October 1, 2026 will incur a late fee more details can be found at satsuite.collegeboard.org/K-12-educators/district-school-pricing

Implementation Guidance

- On time orders can be placed through 9/30/26. Late ordering window occurs 10/1–10/26/26. We recommend that registration be submitted 2 weeks prior to the intended start of test date for the school or district, but can be updated throughout the window, up until the 2nd to last day of testing.

Spring Test Ordering Window

OVERVIEW

Spring ordering runs from the opening of the 2026-27 admin in May through the end of February. Late orders can be placed 3/1–4/26/27.

NOTE: orders placed on or after March 1, 2027 will incur a late fee more details can be found at satsuite.collegeboard.org/K-12-educators/district-school-pricing

Implementation Guidance

- On time orders can be placed through 2/26/27. Late ordering window occurs 3/1–4/26/27. We recommend that registration be submitted 2 weeks prior to the intended start of test date for the school or district, but can be updated throughout the window, up until the 2nd to last day of testing.

Test Readiness and Administration

Readiness steps, platforms, and testing windows.

Test Window Readiness

OVERVIEW

In preparation for fall and spring testing, schools should complete readiness steps before testing students.

Implementation Guidance

- Schools and districts complete readiness steps using timeline guidance from College Board emails, website, training, and testing manuals.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/start/checklist
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/start/downloads

Test Day Toolkit

OVERVIEW

College Board provides Test Day Toolkit, a web-based platform, to support test administration.

Implementation Guidance

- Testing staff use College Board's Test Day Toolkit application before admins to prepare student room rosters, confirm accommodations are correct, and to print and distribute sign-in tickets for the Student Readiness Check, so students can practice at home, and for test day logins.
- Visit: testday.collegeboard.org

Bluebook Testing Platform

OVERVIEW

College Board provides our digital, downloadable application, Bluebook™, for students to take assessments.

Implementation Guidance

- Districts or schools must install College Board's Bluebook™ testing application on any school managed devices that will be used for testing.
- Visit: bluebook.collegeboard.org/students/download-bluebook
- Visit: bluebook.collegeboard.org/students/prepare-your-device/approved-devices

Fall 2026 SAT School Day Testing Window

OVERVIEW

Schools and districts conduct testing any school day within the testing window. Schools may test all or part of their cohort on a single day and may use multiple testing days to test their full cohort.

Each student can only obtain one valid score per assessment per testing window. In the event of a testing irregularity, a student has two opportunities to retest to obtain a valid score.

Implementation Guidance

- College Board provides on-call customer service testing support throughout the testing window and on one specific Saturday for PSAT/NMSQT.

Spring 2027 SAT School Day Testing Window

OVERVIEW

Schools and districts conduct testing any school day within the testing window. Schools may test all or part of their cohort on a single day and may use multiple testing days to test their full cohort.

Each student can only obtain one valid score per assessment per testing window. In the event of a testing irregularity, a student has two opportunities to retest to obtain a valid score.

Implementation Guidance

- College Board provides on-call customer service testing support throughout the testing window.

Oversight, Policies and Invoicing

Testing oversight, data guidelines, and billing.

Oversight Policies

OVERVIEW

College Board provides clear, accessible standards for testing sites, test implementation, training of testing staff, monitoring, and security, providing a consistent standard of excellence across test administrations. Please see delivery acceptance criteria for outline of related policies.

Implementation Guidance

- **Adequacy of Test Facilities:** [The Test Coordinator Manual](#) provides details on the technology requirements and the requirements for rooms/spaces during testing.
- **Test Material Ordering:** District or school staff assigned the SAT Suite Ordering role in MAT order in-school assessments through College Board's SSOR System. Key staff roles for the school and test day must be updated in SSOR.
- **Test Registration:** District or school staff assigned the SAT Suite Registration role in MAT, usually Test Coordinator and SSD Coordinators, will register students taking assessments through College Board's SSOR.
- **Testing Application:** Districts or schools must install College Board's Bluebook™ testing application on any school managed devices that will be used for testing.
- **Training of Test Center Staff:** The Test Coordinator must complete the College Board's online Test Coordinator training by the deadlines provided in the Test Coordinator Manual. The Test Coordinator is responsible for training all other test center staff.
- **Testing Irregularities:** Test Day Tool Kit provides Test Coordinators and proctors instructions on how test center staff should respond to testing irregularities using within Test Day Toolkit.
- **Test Center Monitoring:** College Board may conduct test center monitoring visits before or during testing.
- **Assurance of Test Security:** Test Day Toolkit and the Test Coordinator Manual provide details on test security measures that Test Coordinators are expected to follow, and guidance for how to report a testing irregularity. Schools that have repeated/on-going test security issues may not be able to order and/or administer SAT School Day.

Data Sharing and Capture Guidelines

OVERVIEW

College Board provides clear, accessible policies on our collection and use of data.

Implementation Guidance

- All policies are compliant with the Family Educational Rights and Privacy Act, 20 U.S.C. s. 1232g, and its implementing regulations, 34 C.F.R. pt. 99 ("FERPA"), as applicable. VA will direct ISDs to obtain any and all consents necessary for students to participate in the assessment(s), if any.

Invoices

OVERVIEW

College Board will invoice schools for the number of students who completed an assessment.

Implementation Guidance

- The LEA will be invoiced directly after the fall or spring test administration.
- Visit: satsuite.collegeboard.org/k12-educators/educator-experience/in-school/after-test-day/invoicing

Score Reporting

Portals, report types, and student score delivery.

Data Reports

OVERVIEW

College Board provides robust data and reporting platforms and services to support our partners.

Implementation Guidance

- Visit: k12reports.collegeboard.org

K-12 Reporting Portal

OVERVIEW

College Board provides a digital comprehensive reporting portal, the K-12 Reporting Portal, with information by student, school and district to users with proper authorization. Authorized staff will have access to the K-12 Reporting Portal.

Implementation Guidance

- Through the K-12 Score Reporting Portal, educators will be able to easily access reports that support them as they counsel students, modify instruction based on assessment results, and track the progress of their students. The portal is designed to help educators quickly find the information they need: recently run reports are prominently featured on the bottom of the page and the “Let us help you choose” feature helps users find the right report to address their needs.
- College Board will provide information and training, as requested, around how best to use SAT data to support student opportunities and learning.
- Schools and districts that have received K-12 score reports in the past will have K-12 Reporting access managers set up in the College Board’s Managing Access Tool (MAT). The K-12 reporting access manager will provide K-12 reporting access to authorized staff members who meet the criteria to access files with student PII.
- Org leaders at new schools and districts will be sent initial access email allowing them to set up an access manager who can then provision K-12 reporting access rights for staff.
- Visit: k12reports.collegeboard.org/
- Additional information can be found at: satsuite.collegeboard.org/help-center/k12-reporting-portal/getting-started/access-manager

Student Level Performance Report

OVERVIEW

College Board provides reporting on student level performance. The student level performance report is available in an electronic format (.txt or .csv file).

Implementation Guidance

- The College Board will provide a student level performance report in an electronic format (.txt or .csv file) after each SAT School Day and national SAT Weekend administration via the K-12 Reporting Portal. These files will contain data for all students that have valid college reportable scores. Scores that are on hold pending testing irregularity reports will not be included in these files. Districts will be able to access scores/data “on hold” that are released in subsequent files that are posted to the K12 Reporting Portal.
- College Board will provide files based on the standard Electronic Score Report layout. College Board will review this file layout annually to share any changes that have been made to the file layout. In addition to the data reports and comprehensive electronic files, authorized staff will have access to the K-12 Reporting Portal which is detailed in the following section.
- Visit: satsuite.collegeboard.org/help-center/k12-reporting-portal/reporting-students
- Visit: satsuite.collegeboard.org/help-center/k12-reporting-portal/reporting-students/esr-data-files

Comprehensive Test Administration Reporting

OVERVIEW

College Board will provide comprehensive reporting by school and district to authorized users. Schools and districts will have secure access to aggregate and/or student level data and have the ability to sort the data on the College Board reporting portal or export the data for use in student information systems.

Implementation Guidance

- The standard reports available include: Scores (score bands) and College and Career Readiness Benchmarks. This report provides insight into performance per assessment administration.
- Reports that will be available to LEAs and educators in the K-12 Score Reporting Portal are:
 - ◆ Performance by All Students (School, District and State Level)
 - ◆ Performance by Demographics (School, District and State Level)
 - ◆ Knowledge and Skills (School, District and State Level)
 - ◆ BigFuture School and Connections Report (School and District Level)
 - ◆ Student Roster Report (School Level and District Level)
- Skills Insights, Growth Reports and the Educator Question Bank are also available through the College Board’s K-12 Reporting Portal and on our external websites.
- The authorized user will be able to access various data sets include aggregate and disaggregated results at the school and district level, comparison to district and state performance, school and students- identifying information, test date, total schools, performance levels, and students-requested score cancellations or score invalidations, among additional information that’s provided.

Student Performance Report and Interpretive Guides

OVERVIEW

College Board includes diagnostic details that outline the student's performance and personalized areas of improvement through student performance reports and interpretive guidance.

Implementation Guidance

- College Board's "Understanding Your Score Report" guide is provided in multiple languages, including Mexican Spanish, Arabic, Chinese, Vietnamese, and Hmong. This guide, which explains the scores and information provided on the individual student score report and can help students plan their next steps to improve their knowledge and skills, is available online for students and their parents. Students and parents may also be able to utilize electronic translation options to help them read and understand the score report.
- Students also have the option to access their SAT scores via BigFuture® School, College Board's free mobile app exclusively for in-school test takers. BigFuture School allows students to get their test scores quickly, access customized guidance on college and career planning, and receive information about financial aid and scholarships.
- The Career Insights Snapshot includes a list of growing careers in the student's state that align to a student's SAT score. Career Insights can help students as they plan for their next steps after high school. College Board worked with The Human Resources Research Organization (HumRRO)—the industry leader in human resources research—to map the math, reading, and writing skills measured by the SAT Suite to the quantitative and literacy skills needed for nearly 1,000 careers. Since October 2023, more than six million students have received a Career Insights Snapshot via their SAT Suite score reports and can use them to jump-start and inform personalized career exploration through College Board's comprehensive career-related resources and tools.
- In addition to this report, users can access a series of instructional planning reports that will help them support student learning
- Visit: satsuite.collegeboard.org/K-12-educators/about/understand-scores-benchmarks

Student and Educator Resources

Practice tests, prep materials, educator tools, and marketing.

Student Score Report PDFs

OVERVIEW

College Board provides reporting on student performance for students, parents, and guardians.

Implementation Guidance

- College Board will deliver PDF versions of the individual student report to school districts and schools via the K–12 Score Reporting Portal. Districts and schools may determine how to distribute these reports to students and parents/guardians. Schools may provide students with copies of their score reports electronically or by printing a copy.
- The PDF of the student score report includes the following:
 - ◆ A score range for total score, Reading and Writing, and Math
 - ◆ Section scale scores (Reading and Writing, and Math)
 - ◆ Performance on Knowledge and Skills content domains for Reading and Writing and Math
 - ◆ Percentiles comparisons based on worldwide test takers with an average score of all test takers in any grade who have taken the assessment in the last three (3) years
 - ◆ Career insights
- Students may also opt to set up a College Board account and access their scores directly through the Student Reporting Portal. Students will also have the option to elect to receive their scores through Connections™ and BigFuture Schools when they complete exam set up.
- Visit: satsuite.collegeboard.org/help-center/K-12-reporting-portal/reporting-students/ssr-pdf

Stakeholder Engagement

OVERVIEW

College Board delivers comprehensive training and support to a variety of stakeholders in VA's communities. Dimensions of our engagement include online practice to technical and customer support and training.

SAT Practice Tests

OVERVIEW

College Board created and provides a comprehensive set of free practice resources that allow all students to experience the full look and feel of the entire SAT prior to test day. Specifically created for the digital SAT, these resources are aligned to test questions and specifications.

Implementation Guidance

- To ensure resources are equitable, all students have access to nine (9) full-length practice test exams in the same format that they will experience on test day. These digital practice tests are available through Bluebook, the same testing application used for the operational assessment. The adaptive, automatically scored, digital SAT practice tests allow students to practice with the accommodations they'll have on test day and their accompanying linear, paper/PDF, and further accommodated (braille, raised-line drawings, etc.) versions. Full-length practice tests are available in Bluebook on an ongoing basis, and students can access them at least five weeks prior to the test administration window.
- **Practice Test Availability and Design:** Students have access to full-length adaptive practice tests that replicate the format, navigation, and timing of the operational assessment. Practice tests can be completed at any time prior to statewide administration using school-issued or personal devices. Students receive immediate feedback on performance, including section score estimates and insights to support further preparation. Educators and families can use these results to guide classroom practice or individual study.
- **Accessible Practice Tests:** College Board ensures that practice opportunities are inclusive for all students. Large-print and braille practice materials are available, produced according to Braille Authority of North America (BANA) standards and aligned in content with the digital practice tests. Students using assistive technology have access to practice test options that are compatible with screen readers and refreshable braille displays. All practice tests include the same embedded accessibility tools available on test day, such as text-to-speech, high contrast, and zoom.
- Visit: satsuite.collegeboard.org/practice/practice-tests
- Visit: satsuite.collegeboard.org/practice/practice-tests/paper

Additional Test Preparation Materials for Students

OVERVIEW

College Board and partners including Khan Academy® created and provide free practice resources for the digital SAT, aligned to test questions and specifications.

Implementation Guidance

- Students and educators also have access to free Official SAT Prep on Khan Academy, which provides world-class online practice aligned to the SAT Suite of Assessments. These resources include targeted skill practice, full-length digital tests, and tutorials that reinforce classroom learning

Educator Resources to Support Student SAT Practice

OVERVIEW

College Board provides classroom resources, information about individual student progress, and information that can be used to support individual students.

Implementation Guidance

- Classroom resources based on class performance in OSP:
 - ◆ Teacher created lesson plans that address critical skills needed to improve performance on the Math, Evidence Based Reading and Writing, and Essay tests
 - ◆ Links to additional Khan Academy and SAT resources that are specific to the instructional needs of the classroom. Information about individual student progress, including:
 - The amount of time spent on Official SAT Practice
 - The number of practiced questions
 - Percent of recommended math questions completed
 - Percent of recommended reading and writing questions completed
 - Whether or not the student has connected their CB account to Khan Academy for personalized recommendations based on past PSAT 8/9, 10, P/N or SAT tests
 - ◆ Information that can be used to support individual students, including:
 - The skills OSP has identified as areas for improvement for each student
 - A student's self-created practice schedule
 - The student's progress against their scheduled question goals
 - Questions the students have answered and the student's response to each question
 - The student's intended test date and whether they have registered for the exam
 - The student's practice test scores
 - The student's overall skill level
- College Board My Practice in Bluebook, the EQB, and OSP on Khan Academy offers diagnostic tools and resources that educators (and students) can use to create personalized study plans and receive immediate results for continued skills development
- Visit: satsuite.collegeboard.org/practice/practice-tests
- Visit: khanacademy.org/digital-sat

SAT Marketing Materials

OVERVIEW

College Board develops and disseminates marketing materials designed to improve participation and performance of students.

Implementation Guidance

- College Board provides districts, schools, students, and parents with a variety of materials that help students/parents understand the value of taking the SAT; information on how to utilize Official SAT Practice; and understanding scores.
- Additional materials are available to support college and career planning
- Visit: satsuite.collegeboard.org/K-12-educators/tools-resources/educator-resources

Understanding Your Score Guides and Resources

OVERVIEW

College Board provides resources to support students in interpreting their scores and sending their scores to institutes of higher education.

Implementation Guidance

- The College Board provides students with a variety of online resources to help students understand and interpret their scores.
- Visit: satsuite.collegeboard.org/scores/what-scores-mean

Glossary of Key Terms

Definitions of lesser-known College Board terms used in this guide, sourced from College Board websites.

Access Code A code College Board provides to a school, district, or institution contact (often a principal or superintendent) so a new access manager can register for tools such as the Managing Access Tool. It is generally needed only the first-time access is set up, or after access has expired. Source: [Why do I need an access code?—College Board Support](#)

BigFuture School A free College Board mobile app for students age 13 and older who take an in-school PSAT-related test or the SAT, letting them view their scores and get personalized college and career planning guidance. Source: [BigFuture School Mobile App—SAT Suite | College Board](#)

Bluebook College Board’s secure digital testing application. Students use Bluebook to take the digital SAT, PSAT-related assessments, and certain AP Exams, and it works together with Test Day Toolkit to administer testing. Source: [What is Bluebook?—SAT Suite | College Board](#)

Career Insights Snapshot A section of a student’s PSAT or SAT score report that lists growing careers in their state connected to the academic skills they demonstrated on the test. The careers shown are examples, not recommendations. Source: [What is the Career Insights Snapshot in my score report?—BigFuture | College Board](#)

Connections An optional BigFuture School feature that helps in-school test takers age 13 and older discover nonprofit colleges, scholarship providers, and government education programs that match their interests. Source: [BigFuture School Mobile App—SAT Suite | College Board](#)

CSS Profile An online financial aid application administered by College Board’s College Scholarship Service. Colleges and scholarship programs use it, alongside the FAFSA, to award non-federal institutional financial aid. Source: [About CSS Profile—CSS Profile | College Board](#)

Educator Question Bank (EQB) A free online tool with thousands of real SAT, PSAT/NMSQT, PSAT 10, and PSAT 8/9 test questions. Educators can search, filter, and export question sets for instructional use without a College Board account. Source: [Educator Question Bank: Overview—SAT Suite | College Board](#)

Fee Waiver A College Board benefit that lets eligible low-income 11th- and 12th-grade students take the SAT Weekend for free, along with other benefits such as unlimited score sends and waived college application fees. Students get a fee waiver code from their school counselor or by requesting one directly from College Board. Source: [SAT Fee Waivers—SAT Suite | College Board](#)

K–12 Reporting Portal College Board’s online portal where authorized school and district staff access score data and reports by student, school, and district after each SAT Suite administration. Source: [Set Up a K–12 Reporting Access Manager—K–12 Reporting Portal Help](#)

Managing Access Tool (MAT) The College Board system that institutional access managers use to assign and manage staff roles for SAT Suite Ordering and Registration (SSOR) and K–12 score reporting. Source: [What can I do in the Managing Access tool?—SAT Suite | College Board](#)

Official SAT Practice (OSP) Free, personalized SAT practice on Khan Academy, created through a College Board partnership. OSP builds a tailored study plan from a student’s diagnostic, PSAT, or SAT results. Source: [OSP Technical Report—College Board Research](#)

Glossary of Key Terms

PSAT 8/9 An SAT Suite assessment for 8th and 9th graders. It measures the same skills as the other PSAT-related tests, calibrated to a lower difficulty and score scale for that grade level. Source: [How is the PSAT/NMSQT different from the PSAT 10 and PSAT 8/9?—SAT Suite | College Board](#)

PSAT 10 The version of the PSAT/NMSQT given to 10th graders in the spring. Its content and format are identical to the PSAT/NMSQT, but it does not qualify students for National Merit recognition. Source: [How is the PSAT/NMSQT different from the PSAT 10 and PSAT 8/9?—SAT Suite | College Board](#)

PSAT/NMSQT The Preliminary SAT/National Merit Scholarship Qualifying Test. It is taken mainly by 11th graders (and some 10th graders) each October, and an 11th-grade score can qualify a student for National Merit recognition. Source: [How is the PSAT/NMSQT different from the PSAT 10 and PSAT 8/9?—SAT Suite | College Board](#)

SAT Suite Ordering and Registration (SSOR) College Board's digital system for ordering in-school SAT Suite assessments and registering students to test. Source: [How do I get access to SAT Suite Ordering and Registration?—SAT Suite | College Board](#)

SAT Suite of Assessments College Board's connected group of in-school assessments—the SAT, PSAT/NMSQT, PSAT 10, and PSAT 8/9—that districts and schools order and register through SSOR. Source: [SAT Suite Ordering—SAT Suite | College Board](#)

School Code (Level 1/Level 2) A College Board identification code assigned to a school. A Level 1 code lets a school receive in-school score reports; a Level 2 code additionally lets a school order and administer in-school assessments such as SAT School Day, PSAT-related tests, and AP Exams. Source: [The School Code \(AI Code\)—SAT Suite | College Board](#)

Services for Students with Disabilities (SSD)/SSD Online SSD is the College Board department that reviews and approves accommodations requests. SSD Online is its online system, used by school SSD coordinators to request and manage accommodations for the PSAT/NMSQT, PSAT 10, PSAT 8/9, SAT, or AP Exams. Source: [SSD Online for Coordinators—Accommodations | College Board](#)

Skills Insight A College Board tool that lets educators and students look up the specific skills tied to a student's score band within each SAT Suite content domain, based on the Knowledge and Skills section of a score report. Source: [Explore Plans for Your Future—SAT Suite | College Board](#)

Test Day Toolkit A web-based application that test coordinators, proctors, and monitors use on test day to check students into rooms, confirm accommodations, and share the start code students need in Bluebook. Source: [What is Test Day Toolkit?—SAT Suite | College Board](#)

Resources and Reference Links

College Board links, manuals, and tools related to the topics covered in this guide.

ACCESS, CODES AND SYSTEM ACCESS

- [School Code portal—apply for or look up a School Code](#)
- [School Code overview \(Level 1 vs. Level 2\)](#)
- [Managing Access Tool—Accessing help center](#)
- [Which user roles are right for my colleagues?](#)
- [Why do I need an access code?](#)

IN-SCHOOL EDUCATOR EXPERIENCE

- [Getting Started—In-School Educator Experience homepage](#)
- [Required College Board test day training](#)
- [In-School registration hub](#)
- [Registering students with accommodations](#)
- [Practice resources for educators](#)
- [BigFuture School for K–12 educators](#)

TEST ORDERING, FEES AND DISCOUNTS

- [SAT Suite Ordering and Registration \(SSOR\) overview](#)
- [District and school pricing](#)
- [Ordering in SSOR \(step-by-step\)](#)
- [Fee waivers—educator guidance](#)
- [Fee waivers—student-facing information](#)

ACCOMMODATIONS AND ENGLISH LEARNER SUPPORTS

- [SSD Online—sign in](#)
- [Accommodations on College Board Exams—home](#)
- [Bluebook accommodations and assistive technology](#)
- [Supports for English Learners](#)

STUDENT REGISTRATION

- [Registering students in SSOR \(step-by-step\)](#)
- [SSOR sign-in](#)

TEST READINESS, MANUALS AND TEST DAY

- [Test Coordinator Manual \(PDF\)](#)
- [Testing Staff PDF Downloads Center—includes the Proctor Manual, Registration Guide, Technical Troubleshooting Guide, and student guides](#)
- [Test window readiness checklist](#)
- [Test Day Toolkit—sign in](#)
- [Bluebook—download for students/devices](#)
- [Bluebook—approved devices](#)

SCORE REPORTING AND DATA

- [K–12 Reporting Portal—sign in](#)
- [K–12 Reporting Portal—setting up an access manager](#)
- [Reporting on students and Electronic Score Report \(ESR\) data files](#)
- [Student Score Report PDFs—help center](#)
- [Understanding scores and benchmarks](#)
- [Educator Question Bank \(EQB\)](#)

STUDENT PRACTICE AND EDUCATOR RESOURCES

- [SAT practice tests \(digital\)](#)
- [SAT practice tests—paper/accommodated versions](#)
- [Official SAT Practice on Khan Academy](#)
- [Educator resources and SAT marketing materials](#)
- [Understanding your score/what scores mean](#)

INVOICING

- [Invoicing information for schools and districts](#)