

If considering College Board accommodations, please review the steps below.

College Board Accommodations

1. The Testing Coordinator applies for accommodations online.
2. A parent or guardian signs the [Parent Consent Form](#) and gives it to the school's Testing Coordinator (Lisa Anzelone). The school keeps the form for its records.
3. The Testing Coordinator opens a request for accommodations using SSD Online and enters contact information for the student as well as information regarding the student's disability, requested accommodations, and testing or other documentation.
4. The information is reviewed thoroughly. In addition to being reviewed by qualified internal staff, the request may be sent to a panel of qualified external reviewers (for example, psychologists, doctors, and visual experts, as appropriate).

The student and Testing Coordinator are notified when a decision is made. In most cases, the student is sent the decision by postal mail. Students with a College Board My Organizer account who are registered for the SAT can view their decision letter by signing into My Organizer. If the parent's email is also associated with the student's My Organizer account, the student and parent receive an email when the decision letter is available, not a letter. If accommodations are approved, the decision letter includes an eligibility letter, containing test-by-test details. The decision and eligibility letters also include the student's eligibility code, which is needed for SAT registration.