



## Seaford High School College Board Accommodations Process/Forms

A student with a documented disability may be eligible for testing accommodations on College Board tests (SAT, SAT Subject Tests, PSAT, and AP exams). The school does not automatically apply for students to receive accommodations but will assist families once the request is made to begin the process of applying for accommodations, if their child is eligible.

### The College Board

In order to receive accommodations on College Board tests, accommodations must be approved by the College Board's Services for Students with Disabilities (SSD). Please note that the use of accommodations in school, or inclusion on a 504 plan or IEP does not automatically qualify a student for accommodations on College Board tests. **This is a separate process from the ACT for applying for accommodations.**

### *Applying for New Accommodations*

1. A parent or guardian signs the [Parent Consent Form](#) and gives it to the school counselor. The school keeps the form for its records.
2. The school opens a request for accommodations and enters contact information for the student as well as information regarding the student's disability, requested accommodations, and formal plan.
3. SSD reviews all information 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).
4. The student and school counselor are notified when a decision is made. In most cases, the student is sent the decision by postal mail. Students with a College Board account who are registered for the SAT can view their decision letter by signing into [BigFuture](#). If the parent's email is also associated with the student's account, the student and parent will 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.

**All requests for accommodations must be submitted a minimum of two weeks prior to the *College Board Accommodations Request Deadline*.**

**[Click here to view the Accommodations Request Deadline](#)**