



CARDINAL NEWMAN HIGH SCHOOL

512 Spencer Drive • West Palm Beach, Florida 33409-3616

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Parents and Guardians,

Standardized testing is part of the educational experience for students. Every October, the PSAT is administered to Freshman, Sophomores, and Juniors. During their Junior and Senior year, students should also be taking the SAT and ACT for college during the weekend administrations of the exams.

Students who have documentation identifying the need for extended time on standardized tests **must** submit a request to receive extended time for these tests. Psychoeducational Evaluation documentation is submitted to the **College Board** for the **PSAT/SAT/AP** tests and to **ACT** for the **ACT** test. To qualify for accommodations, this documentation must be within the last three years of submitting the request. It is important to allow time for your request to be processed prior to taking the exams which can be between 6 and 8 weeks.

Please Note: The deadline to request accommodations for the PSAT in October is August 24, 2022.

Please review the links below for more information regarding accommodations.

College Board – PSAT, SAT and AP exams

<https://accommodations.collegeboard.org/eligibility>

ACT Testing:

<https://www.act.org/content/act/en/products-and-services/the-act/registration/accommodations.html>

If you believe that your student is eligible for accommodations at Cardinal Newman, please contact Ms. Laura Atkinson (laura.atkinson@cardinalnewman.com). **It is important to know that schools do not automatically forward copies of accommodation plans, psychological reports, 504s or IEPs to Cardinal Newman. It is your responsibility to provide Cardinal Newman with this documentation.** Once the appropriate information is received, a meeting will be scheduled to develop an accommodation plan for your student.

If you have any questions, please email Ms. Atkinson: laura.atkinson@cardinalnewman.com

Sincerely,

Ms. Atkinson, M. Ed.

ESE Coordinator

