

INFORMATION ON EDUCATIONAL TESTING AND REQUESTS FOR EXTENDED TIME OR OTHER ACCOMMODATIONS

Any student who has undergone educational testing in the last three years is welcome to share that testing with the School. Any accommodation granted is made in conjunction with current psycho-educational testing results which document a specific learning disability and which stipulate the need for an accommodation. All testing profiles are reviewed by Middlesex School's Testing Coordinator and recommendations are made by the School's Testing Committee. Normally, this process takes two to three weeks. A family whose child has been tested should send the testing results directly to Sarah Cohane, Educational Testing Coordinator at Middlesex School. **Testing reports need to be submitted before May 15th for evaluation before the summer vacation. Any testing received after May 15th will be reviewed starting September 1st.**

Although only a small number of Middlesex students request accommodations, such as extended time, either for in-house tests or for standardized examinations prepared by Educational Testing Service (ETS) or American College Testing (ACT), it is important that all families understand the policies adopted by Middlesex School, and the increasingly stringent guidelines established by ETS and ACT.

Extended Time for In-House Testing

A student who hopes to be granted extended time to complete class work, such as tests, in-class essays and examinations, must request permission through the testing coordinator and submit current psycho-educational testing supporting the request. After evaluating the testing, a determination will be made regarding extended time at Middlesex School. A list of all students who have been granted extended time for in-house testing is maintained by Sarah Cohane in conjunction with the Academic Office. **Middlesex students who are formally granted extended time due to a documented disability will receive 50% more time than the allotted time for a test, in-class essay or examination.**

Questions about educational testing should be addressed to Sarah Cohane at: **Middlesex School, Concord, MA, 01742 or 978-402-1465 or scohane@mxschool.edu.**

Extended Time for Standardized Examinations

A student who hopes to be granted extended time to complete a standardized examination, such as the Preliminary Scholastic Aptitude Test (PSAT), the Scholastic Aptitude Tests (SAT I or SAT II), Advanced Placement (AP) Examinations, or American College Testing Examinations (ACT), must have current documentation on file in the Academic Office and make a request for extended time to ETS or ACT. Normally, this process takes six to eight weeks.

Families should note that for all ETS and ACT examinations the documentation of a specific learning disability should be current. In many cases, testing must have been completed within the last three years in order for a student to qualify for accommodations. ETS and ACT further stipulate that the documentation state the specific disability, provide complete educational, developmental and relevant medical history, describe the comprehensive testing and techniques used to arrive at the diagnosis, describe the functional limitations supported by the test results, describe the specific accommodations requested, and establish the professional credentials of the evaluator.

The websites for ETS and ACT include more information on the standards which they use for granting accommodations, including the specific battery of tests that are acceptable under their guidelines. The ETS website is www.ets.org/disabilities. The ACT website is www.act.org/aap/disab.