Task/Event	Date	Additional Information
Material Orders	Wednesday, April 27, 2022 - Wednesday, September 14, 2022	School Test Coordinators (STCs) or designees enter material orders into College Board's Test Ordering System. The fall 2022 PSAT/NMSQT is a paper-only administration. • All orders must be conducted at the school level, not district level. • Select the 'Pre-Admin' option to receive answer sheets early; this helps save time, assure accuracy, and ensure that students can be connected to scholarship opportunities. • Do not select 'Optional Resources' for student labels. Student labels are provided directly to schools.
Account Creation/Updates	July - August 2022 (Available Anytime)	STCs must ensure that all staff requiring access to College Board services creates or updates their College Board account to view score reports.
Test Ordering System Setup	July - August 2022 (Available Anytime)	The Indiana Department of Education (IDOE) and College Board will provide STCs with access to their corporation's Test Ordering System. STCs may provide additional access for users to place orders if needed.
Bulk Registration (Pre-ID Label) Deadlines*	Bulk Registration opens on August 15, 2022 Deadline 1: Thursday, August 25, 2022 Deadline 2: Thursday, September 8, 2022 Deadline 3: Thursday, September 22, 2022	Bulk registration allows corporations to upload student data to College Board to receive test book Pre-ID labels and is only available at the district level. STCs will receive an email from College Board with bulk registration codes and instructions for completing the process. Schools must not select 'bulk registration' when ordering exams. Information must be submitted by one of three bulk registration deadlines to receive labels prior to testing. • Deadline 1: Labels will arrive near Friday, September 9, 2022. • Deadline 2: Labels will arrive near Friday, September 23, 2022. • Deadline 3: Labels will arrive near Friday, October 7, 2022 *More information on bulk registration can be found here.
Services for Students with Disabilities (SSD) Testing Accommodations Request Deadline**	Wednesday, August 24, 2022	STCs must designate an SSD Coordinator for each school building who is responsible for requesting accommodations; additional staff may support the process. IDOE recommends completing the accommodation request process as annual Section 504 Plan and IEP meetings occur. ** More information on SSD accommodations can be found here.
Final Deadline for Material Orders	Wednesday, September 14, 2022	Schools may no longer place new orders or modify previous orders.

PSAT/NMSQT 2022-2023 MILESTONES

INDIANA DEPARTMENT of EDUCATION

Task/Event	Date	Additional Information
Annual School Counselor Workshops	Wednesday, August 31, 2022 Friday, September 9, 2022	School counselors can register to attend these live, virtual workshops at no cost.
Test Materials Arrive	Primary Delivery: Wednesday, October 5, 2022 Alternate Delivery: Wednesday, October 19, 2022	Materials will arrive in schools and must be stored securely. Indiana statewide test security policy and College Board's test security policy apply.
Required STC Online Training	Dates Coming Soon	STCs are required to complete an online test administration training and will receive a link to the training via email; a quiz is included. This training can be used to prepare additional staff as needed.
PSAT/NMSQT Administration	Primary Administration: Wednesday, October 12, 2022 Alternate Administration: Tuesday, October 25, 2022	Indiana students may participate in either the primary or alternate test day as needed. Saturday testing is not funded by the state of Indiana. Students **must** correctly bubble in their grade level during testing. Proctors and STCs should verify score sheets are correctly labeled prior to their return.
Return Primary Administration Test Materials	Thursday, October 13, 2022	Answer sheets must be returned no later than one day following test administration. Answer sheets not shipped by the deadline are not guaranteed to be scored.
Return Alternate Administration Test Materials	Wednesday, October 26, 2022	Answer sheets must be returned no later than one day following test administration. Answer sheets not shipped by the deadline are not guaranteed to be scored.
Educator Data Release	Late November 2022	Permissioned users may access results through the College Board online K-12 Assessment Reporting System. Indiana works with College Board to establish all STCs as the Data Access Manager. STCs must provide access to other school staff as needed.
Online Student Score Reports Available	Early December 2022	Students may log in to their College Board student accounts to access their score reports.
Official SAT Practice: Khan Academy	Early December 2022	Students are recommended to use Khan Academy resources with their PSAT/NMSQT results, as it provides personalized interventions for students, including remediation and acceleration.

PSAT/NMSQT 2022-2023 MILESTONES

INDIANA DEPARTMENT of EDUCATION

Task/Event	Date	Additional Information
BigFuture Scholarships	December 2022	Juniors/cohort 2024 students can sign up for the BigFuture Scholarships via College Board.
Data Cleanup and Invoicing	December 2022 - January 2023	STCs must follow directions to correct any misgrids or incorrect student grade-level identification from testing. Indiana will not pay for assessments where grade levels are incorrectly reported and not corrected during this period.
Data and Reports Workshops	January 2023	College Board provides workshops focused on assessing, understanding, and using PSAT/NMSQT data. Key audiences included district data leaders, department chairs, and instructional staff. Workshops are free to any Indiana educator currently employed by a school or district.

PSAT/NMSQT Fall 2022 Resources	
Resource	**Description and Access**
Student Preparation Resources	Students can discover what PSAT/NMSQT testing is like and how they can prepare for success using College Board resources.
Family/Community Resources	Utilize College Board resources and presentations for family and community education.
K-12 Assessment Reporting	Access data via the online portal. STCs must provide access to staff as needed.
Khan Academy	Khan Academy provides personalized interventions for students, including acceleration and remediation.

PSAT/NMSQT Resources and Contact

- PSAT/NMSQT Coordinator Hotline: 888-477-7728
- Student PSAT/NMSQT Customer Service: 866-433-7728

- College Board Resources and Assessment Information
- SSD Online
- IDOE High School Assessment webpage