
**Michigan Department of
Education**

**ACT WorkKeys® Q&A
Session**

*Paper Testing
2016-17*

Authorized Dates for Testing

Administration	Date(s)
Initial Test Day	Wednesday, April 12, 2017
Makeup Test Day	Wednesday, April 26, 2017
Accommodations Test Window	April 12 – 26, 2017

What's New for 2016-17

- **Offsite Testing**
 - Request and approval no longer required
- **Manuals**
- **Combined Shipments**
 - Non-secure and initial secure
- **Test Administration Forms Folder**
- **Additional Orders**
 - Answer documents

Test Coordinator Updates

- Contact Updates in Educational Entity Master (EEM)



Material Orders

- Material Ordering and Pre-ID of Students



Milestone Key Dates

Task	Date
Pre-id students, order standard time and accommodations test materials	Jan 9 – Feb 14, 2017
Receipt of test materials*	Mar 20 - 24, 2017
Q&A Session #2	Mar 21, 2017 3:30 pm
Additional Material Order window	Mar 23 – 30, 2017
Initial Test Date	April 12, 2017
Makeup ordering Window	April 12 -13, 2017
Accommodations Test Window	April 12 – 26, 2017
Makeup Test Date	April 26, 2017
Deadline for ACT to receive answer documents	May 5, 2017

****Schools were able to indicate the alternative arrival of Mar 27-31, 2017 during manage participation***

For Information...

- ACT-hosted Michigan Website:
www.act.org/stateanddistrict/michigan
- ACT WorkKeys Website:
www.act.org/workkeys/

For Help...

- **ACT Customer Service:**
 - Standard time:
 - 800.553.6244 ext. 2800
 - Accommodations:
 - 800.553.6244 ext. 1788
 - Contact Form:
 - www.act.org/stateanddistrict/contactus

Questions

