



February 2026 Newsletter

Dear District Test Coordinators (DTCs), School Test Coordinators (STCs) and SSD Coordinators:

Welcome to College Board's February Monthly Newsletter for the SAT School Day. Read further for an overview of February's test preparation activities, upcoming tasks, training opportunities, and reminders. We appreciate all that you do to support your students and educators.

The College Board Rhode Island Field Team

Spring 2026 Digital SAT & PSAT 10 Testing Window	
Primary Window Opens	Monday, March 23, 2026
Primary Window Closes	Friday, April 10, 2026
Retakes/Absentees Window Opens	Monday, April 13, 2026
Retakes/Absentees Window Closes	Friday, April 17, 2026

Table of Contents

- **Upcoming Tasks/Due Dates**
- **Training**
- **Spring 2026 Publications – Available!**
- **College Board's State Data Management System (SDMS)**
- **State Testing School Contact Update**

Upcoming Tasks/Due Dates

Please review the table below which outlines actions, roles, and respective due dates that are coming due in this month. For any questions or clarifications, don't hesitate to reach out.

Task	Owner	Date Due
LMS Online Training Modules Available	All Test Day Staff	2/09/2026
Register for How to Schedule and Administer the SAT to Students with Accommodations Webinar on 2/26/26	SSD Coordinator Test Coordinator Proctor	2/25/2026

Training

To support the RIDE Spring 2026 implementation of SAT School Day, College Board has scheduled a series of informative webinars. The webinar on February 26 is the last one in the pre-admin series.

Refer to the table for details of the upcoming webinar, including the title, date, intended audience, and registration link. Please share the registration link with relevant test staff as needed.

Register today for training! More opportunities will be available beyond the testing window.

?

Training	Date and Time	Registration
Required Online LMS Training Modules Available	Monday, February 9, 2026	Access Here
How to Schedule and Administer the SAT to Students with Accommodations Webinar	Thursday, February 26, 2026 9:30 – 11:00 am	Register Here

The window to complete **required online** Training for Test Coordinators and Test Day Staff is **Monday, February 9 – Friday, March 20, 2026**. Training should take 30-40 minutes to complete. Schools may elect to train their staff on-site, in person using College Board provided materials. However, everyone who completes the online or in person training must take the online quiz to receive credit.

All College Board webinars are recorded and archived [here](#).

All School Test Coordinators are responsible for ensuring that **all test day staff** in their building complete required online training for the SAT School Day and PSAT 10 assessments.

We Need Your Help!

School Test Coordinators Must:

- Forward the training link below to *all test day staff* (Proctors, Room Monitors, Hall Monitors, etc.).
- Confirm that each staff member completes and passes their assigned training.

Training site: <https://professionaltraining.collegeboard.org>

(All roles access training through this single link.)

Important Training Notes

- Training is assigned **by test day staff roles** (Proctor, Monitor, Coordinator, etc.).
- The appropriate training will be automatically provisioned based on the information staff enter.
- **All staff must complete training, even if they trained for Fall 2025.**
- Training is not complete until all **knowledge checks are completed and passed.**
- **Returning staff may test out** of the training module **by passing the knowledge check.**
- **School Test Coordinators** may **train test day staff on site** and **mark test day staff as complete. Proctors and Tech Coordinators must pass the knowledge check.**

Information Staff Must Have Before Starting Training

Please remind staff to have the following ready before opening the link:

- School AI Code
- School Name
- Event (SAT or PSAT 10)
- Assigned role (Proctor, Room Monitor, Hall Monitor, etc.)

Veteran Coordinators

Returning Coordinators who have completed training previously may log in to their **College Board Educator account** and access training directly through their dashboard. **Returning Coordinators may test out** of their assigned training by **passing the knowledge check.**

Deadline Reminder:

All test day staff must complete and pass required training by **March 20, 2026.**

For questions contact RISCHOOLDAY@collegeboard.org

Spring 2026 Publications – Available!

The following publications are available and published on the RIDE website. Additional publications will be posted as they become available, so check back often.

Available Spring 2026 Publications
Accommodations and Supports Handbook
Test Coordinator Manual
Proctor Manual
SAT School Day Student Guide
PSAT 10 Student Guide
Hall and Room Monitor Test Day Guide
SAT School Day Paper Testing Scripts
PSAT 10 Paper Testing Scripts
SAT School Day TTAI

For questions, contact RISCHOOLDAY@collegeboard.org.

College Board’s State Data Management System (SDMS)

The State Data Management System (SDMS) is College Board’s sole student registration system for the RIDE-provided Spring 2026 SAT School Day. As of January 28, RIDE started providing College Board with student registration files on a weekly basis, leading up to the final week of testing.

District Test Coordinators (DTCs), School Test Coordinators (STCs), and SSD Coordinators can access SDMS from the **My Tools and Services** section in their College Board Professional account.

In SDMS, District Test Coordinators (DTCs), School Test Coordinators (STCs), and SSD Coordinators will be able to view student rosters. Additionally, School Test Coordinators and SSD Coordinators will be able to waive and force match accommodations.

State Testing School Contact Update

This form (below) serves as a crucial tool for updating essential school contact information and notifying the College Board of any changes in your testing staff. [Click Here to Update Your School Information](#)

SAT / PSAT 10 for Spring 2026 is a partnership between College Board and Rhode Island Department of Education



If you have any questions about eligibility or state policy reach out to Tricia Federico: tricia.federico@ride.ri.gov / 401-222-8478

For additional state-provided resources visit <https://ride.ri.gov/instruction-assessment/assessment/psat-and-sat>

January 2026