

If you are a late Registrant Student or tech issue student that will be testing on 11/20 at 8:30 AM, please read carefully.

For any 11/20 testers; No-shows from 11/5, 11/6 or 11/13, Late Registrants and Tech issues; A test session code will be sent to your email on 11/17 by 5:00 PM. They will also be available on www.tachsinfo.com after that time. They will not be available sooner, please don't call or email prior to this time.

For Late Registrants:

- **11/20 is the only opportunity (day) to test. There will be no options for a retake due to sickness or technical issues. We will make every attempt to get you through testing on 11/20. Please follow and complete the checklist below thoroughly before the day of testing. Doing these steps on the day of testing will not be effective, and students may experience technical issues. There will be no refunds issued unless they were requested prior to the day of testing.**
- **There is NO opportunity for Extended time approval. If you no longer wish to test based on inability to receive Extended Time, we can offer you a refund, but refunds must be requested by 11/19.**

Technical Issue Retakes:

- **Please make every attempt to resolve the issues that occurred on 11/5, 11/6 or 11/3. Failure to make adjustments, may result in the same technical issues you experienced prior.**
- You have been provided the opportunity to re-test based on approval after analysis of your technical question inquiry. You will ONLY re-test the parts that were approved.
- Please note the following if you are a student that already took the exam but had technical issues completing sections of the test. Student will NOT re-take the entire exam.
- They will only be provided with access to sub-tests that were impacted by technical issues, and with only the time remaining on the clock when the issue occurred, or the time we provide for lost time.
- In some cases, a student may only have just minutes of total testing time left, and you should not be alarmed when they are finished quickly.
- **Students cannot change any of their answers from the prior testing window. Students should only answer the questions they missed.**

Complete this checklist 2-3 days prior to your scheduled test date:

Do not wait until the day of testing.

- Review the computer (testing device) [technical requirements](#)
- Entered my [High School Choices](#)

- Installed the [Chrome browser](#) on my testing device
- Installed the [Proctorio extension](#) on my testing device
- My [webcam](#) and [microphone](#) are working
- Test to make sure [sound](#) is working on my testing device
- Read the [Parent Guide](#) completely
- Read the [Tips for testing](#)
- Ran the [System Pre-Check and Navigation tool](#) – this is essential to knowing if your device is set-up correctly. Do NOT miss this step prior to testing.