

## MARCH UPDATES

### DTC TASKS FOR MARCH:

- ✓ Ensure that accommodations are indicated for individual students in the Cognia portal. If embedded accommodations are not added to the student's profile **BEFORE** they are added to classes and testing sessions, the students will not receive the accommodations they need.
  - ✓ Wrap up and send back any WIDA paper tests. Ensure that EL accommodations are also enabled for students in the Cognia portal.
  - ✓ Submit accommodation requests for any new transfers or newly identified students to ACT.
  - ✓ Ensure BTCs are trained and have access to the appropriate portals.
  - ✓ Check to ensure all new students in an assessed grade are added to the appropriate testing portal.
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### STATE TESTING WINDOWS:

#### [Testing Calendar](#)

#### **\*WIDA WINDOW CLOSING SOON**

WIDA testing officially ends **March 20, 2026**. Remember that paper materials should be returned by **March 27, 2026**.

#### **\*STATE TESTING OPENING MARCH 24**

TEST WINDOW 1 for the ACT officially opens on **March 24, 2026**. The OAAP, administered through DLM on the Kite portal, also officially opens on **March 24, 2026**. CCRA testing for 11<sup>th</sup> grade US History and Science will be available in the Cognia portal on **April 1, 2026**. OSTP grade 3-8 testing will be available in the Cognia portal on **April 13, 2026**.

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## **TRAININGS**

### **\*DTC TRAINING**

Missed the Required DTC training? Please reach out to [assessments@sde.ok.gov](mailto:assessments@sde.ok.gov) to ensure you do not lose your access to the Cognia portal. If you would like to watch the training or access the slide deck, it is available on the [Cognia Help & Support page](#) under the “Training” tab.

### **\*BTC TRAINING**

Districts have two options for BTC Training:

- The BTC can attend our required DTC Training (please retain your certificate) **OR**
- The DTC can train the BTCs themselves.
  - The slide deck from the required DTC training is available on the [Cognia Help & Support page](#) under the “Training” tab if DTCs would like to utilize it for training purposes.
  - DTCs should maintain a sign-in page for the BTC training
  - DTCs should have an agenda for their training, with the date clearly indicated.

Of course, districts can also utilize both methods together if desired.

### **\*TA, TP, and RTA TRAINING**

All Canvas training modules are now live. To access the training modules, go to the “Training” tab on the [Cognia Help & Support page](#) and scroll to the bottom of the page. A training describing how to use these modules was recorded and is posted under the “Training Presentations” section on the middle of the same page.

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### **\*TEST SECURITY FORMS**

This year, Test Security Forms will be available using Google Forms. Practice versions of these forms are now available on the [Cognia Help & Support page](#) under the “Forms” tab. Please scroll down to the bottom of the page to access the forms.

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### **\*NSA STATUS**

Submitted NSA applications? The status of each application will be indicated in the Non-Standard Accommodation application in Single Sign On by **March 15, 2026**. Districts must log in to review each application’s status; no direct emails will be sent.

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### **\*MATERIALS IN DISTRICT**

CCRA Materials should be in the district by **March 13, 2026**.

OSTP Materials should be in the district by **March 25, 2026**.

Please consult the Key Dates Documents on the [Cognia Help & Support page](#) for these and other important dates.

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### **\*BUILDING TEST SESSIONS**

You can begin creating test sessions in the Cognia portal on the following dates:

- **March 25, 2026**, for CCRA
  - **April 6, 2026**, for OSTP
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## \*PII REMINDER

Remember that OSDE emails are subject to Open Record Requests. Please do not send student's names and other personally identifying information (PII) in emails to the agency. An STN should be sufficient information for staff members to look up students.

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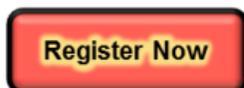
## \*UPCOMING TRAINING:

### 1. **March 2026 Assessment Update: Academic Assessment Monitoring (AAMP)**

The Oklahoma State Department of Education (OSDE) would like to invite you to a Academic Assessment Monitoring (AAMP) webinar. The AAMP webinar is for DTCs who would like to learn more about the AAMP process. DTCs from districts that have been selected for AAMP for the '25-'26 school year are strongly encouraged to attend the training. The training will include an overview of the purpose of AAMP, required documentation, deadlines, and our review process.

If you are unsure of your district's monitoring status, check the [Test Security & Assessment Monitoring page](#) to see this year's list. A notification letter was emailed to the Superintendent and DTC for each monitored district.

This webinar has been scheduled for **March 24, 2026**, from 1:30 pm- 3:00 pm CST. Registration is required for this webinar.



### 2. **Spring 2026 OSTP Remote Proctor Training**

OSTP Remote Test Administration Training is required for all test administrators and test proctors who plan to utilize the remote test administration feature for OSTP Spring 2026 testing.

This training will include a remote proctoring overview, timeline, best practices, troubleshooting, technology requirements, features and tools, and instructions.

The Remote Proctoring Training has been scheduled on **March 30, 2026**, from 1:00 pm – 2:00 pm. Registration is required for this training.



All trainings will be recorded and posted either by SDE or on the Oklahoma Help & Support Site:

<https://oklahoma.onlinehelp.cognia.org/training/>