

Spring 2026

Vermont Comprehensive Assessment Program (VTCAP)

Frequently Asked Questions

Please note, this document will be updated throughout the year as AOE and Cognia receive additional questions.
Last updated: January 2026

General

Who should I contact with questions?

For policy related questions, please contact AOE.StatewideAssessments@vermont.gov.
For general administration questions, please contact the Vermont Service Center at VTServiceCenter@cognia.org or by phone at 800-215-8975

Do school Test Coordinators need additional training apart from the Spring 2026 Administration Training?

Not necessarily. The Spring 2026 Administration Training counts as training for the School Coordinators. They should also be aware of local policies and procedures.

Has the School Test Coordinator training log changed since 2025?

No, it has not changed.

Are Independent Schools required to take the Spring 2026 Administration training?

Yes. All independent school staff involved in testing must take the training.

What are the SU expectations for independent schools?

Independent schools must administer state assessments to publicly funded students in all tested grades. These schools are required to follow the same state testing policies and procedures as public schools and provide the same assurances. Independent schools must also share student assessment results with the sending district. Selecting the sending district as the reporting organization in ADAM automatically fulfills this requirement. If the sending district is not identified in ADAM, the independent school must share assessment results with the sending district through local means.

Do Proctors have to be teachers? Can paras or BIs serve as proctors?

Paras may serve as proctors if they have completed proctor training.

Policy

Does a testing accommodation need to be documented in the student's IEP or 504 plan? Can it be documented in the student's EST or EL plan?

To test with an accommodation, this must be documented in the student's IEP or 504 plan. Supports noted in an EST or EL plan do not qualify them for testing accommodations.

How does the use of Text to Speech (TTS) on the ELA assessment impact the interpretation of student results?

The TTS accommodation does not impact how a student's test is scored, but it does change how that score should be interpreted. Additional guidance from AOE on the use of TTS and Read Aloud can be found here: [Use of Read-Aloud, Text-to-Speech, Human-Reader - Data Collection and Reporting](#)

What is the timeline for submitting medical exemptions?

The form is open during testing and will remain open until 1 week after the window. The form will close on May 8th. All forms will be processed after testing.

Accommodations & Designated Supports

Can Paper-Based Testing (PBT) be provided if a parent requests it (without an IEP/504)?

Requests will be reviewed on an individual basis. Please use the [temporary accommodation form](#) to submit the request.

What is included in Text to Speech when it is an assigned accommodation?

Text to Speech (TTS) for ELA is an accommodation and should only be applied if noted in the student's IEP or 504 plan. Once TTS is selected in the student accommodation profile, it will be available for the student on the CAT (computer-adaptive test). TTS is available at all grade levels and will read all directions, passages, stimuli, and items within the assessment.

Note: The use of Text to Speech, as an accommodation on the ELA assessment, changes the interpretation of a student's score.

Starting Spring 2026, TTS can be assigned as a Designated Support for ELA as well as Math and Science.

If a student receives TTS as an accommodation, will they still receive a score?

Yes — included in all reporting.

Are there conflicts between accommodations?

Yes. Conflicts are outlined in the [Accessibility and Accommodations Guidelines](#) in the table titled: *Accommodation & Compatibility – Quick Reference*.

What is included in Text to Speech as a designated support?

TTS may be assigned as a designated support on the VTCAP to assist students who benefit from auditory access to text. During testing, items and stimuli are read aloud to students in mathematics and science. In ELA, directions and items are read aloud to students (passages are not).

Will Designated Support TTS result in a fixed form?

No. Students who have TTS enabled as an accommodation or designated support will receive the adaptive form.

Can Speech-to-Text (STT) and Word Prediction still be used via Read&Write & Co:Writer?

Starting Spring 2026, Co:Writer will no longer be available in TestNav because it has been retired as a standalone extension. STT and word prediction will be used with the Read&Write web extension only. Please note that Read&Write in TestNav will use its original word prediction functionality. As part of the vendor's efforts to maintain a stable and secure testing environment, updates to the standalone extension were deferred in TestNav to avoid introducing risk during the testing window. Word prediction remains available to students as expected.

Why is Speech to Text for Mathematics non-embedded, while ELA and Science are embedded?

For ELA and Science, the students will enable the Read&Write web extension available in TestNav, making it an embedded accommodation. For Math, the student will need to use an external assistive technology device with a microphone to complete their responses. The enablement and use of an external device makes it a non-embedded accommodation.

In ADAM, select "Enable Extensions" in the student's accommodation profile.

What type of supports are available for students who are English Learners?

While students who have only EL status are not eligible to use accommodations on the VTCAP, there are other types of designated supports and accessibility features available to ELs, including the use of translated tests in French, Swahili, Chinese, Arabic, and Spanish and the use of bilingual dictionaries. For additional information on available supports and testing expectations for English Learners, please refer to the *VTCAP Accessibility Features for English Learners* document on the Documentation and Training page of the [Vermont Help and Support website](#).

What is the difference between Text to Speech and Screen Reader?

TTS will read test content, including all passages and stimuli and is embedded in the testing platform. The screen reader form will require the student to use the screen reader device they typically use during classroom instruction. In addition to test content, the screen reader also reads the student's interactions with the screen, such as their selection of a response.

Are any accommodations restricted by grade level?

No, there is no state requirement for accommodations to be restricted at the grade level. The IEP team is responsible for making decisions on appropriate assessment accommodations.

Do I need to assign Frequent Breaks as an accommodation in ADAM?

No, breaks are considered a universal tool for VTCAP and are available to all students. If the student has breaks indicated as an assessment accommodation in their IEP or 504 plan, this can be marked in ADAM to ensure the proctor is aware, however, it is not required.

Frequent breaks is not reported as an accommodation on the student's Individual Student Report.

Enrollment

Does AOE roster students or do districts?

Districts will roster students. AOE no longer does rostering.

Who should roster students who test at independent schools?

The student's testing school is responsible for rostering them in ADAM. Within the student's profile, the School selected is the independent testing school, and the Reporting Org is the student's public sending district.

What if I do not have the student's 7-digit state assigned student ID number?

For questions regarding state assigned student IDs, please contact AOE at AOE.StatewideAssessments@vermont.gov.

Can last-minute rostering or accommodation updates be made after March 6?

Yes. Rostering may occur up to and during the testing window. Accommodation updates can also be made within this timeframe; however, it is highly recommended that these are finalized prior to student testing in order to prevent any potential impact or delays. Paper accommodation updates made after Feb 2 require additional material orders through the Vermont Service Center. See: [Ordering Additional Paper Materials](#).

How do I assign student accommodations and designated supports?

All accommodations and designated supports must be entered into ADAM prior to the student testing. These are assigned in the student profile, within the Accommodations tab, or uploaded from the Users page. Once assigned in ADAM, they will be automatically assigned to the student once they log into TestNav to complete the assessment.

Are there changes to the user import templates in ADAM from last year (2025)?

No changes.

Online System/Technology (ADAM / TestNav)

General / log in

How do I log in to ADAM?

ADAM can be accessed at <https://vt.adamexam.com>. If you do not have your credentials, please contact your District Administrator (DA). If you are unsure who the DA is for your district, the Vermont Service Center can provide that information. If you are a new DA, please contact AOE to have an account created.

Were users removed from ADAM over the summer?

Yes — only active DAs and DCs were kept in the system.

Should existing users have already received their password reset email from ADAM?

Yes. If not, use Forgot password option on the [ADAM login page](#) or contact the Vermont Service Center.

Why do Formative Resource links prompt another login?

Spring 2026 testing is done in a separate instance of ADAM at <https://vt.adamexam.com/>.

Can the Chrome TestNav app be tested early?

Yes — it's currently available. You can gather [installation files from this link](#). Detailed TestNav Web App install instructions and more information on the update for Spring 2026 are on that support site.

Can the state selection step be removed?

No — the app will default to the home page where the student has to select Vermont.

Proctor Groups and Classes

Are proctor groups in ADAM required?

Yes.

When can proctor groups be created?

Typically, 1–2 weeks before the testing window. Once the administrations are available in ADAM, proctor groups can be created.

Can print cards be created before the window opens?

Print cards can be generated after proctor groups have been established and students have been assigned accordingly. Typically, this can begin up to two weeks in advance, contingent upon administrations being available in ADAM.

Will the proctor dashboard update more quickly this year?

Yes. Enhancements have been implemented over the past year to address this. Additionally, it is recommended to enable the Auto Refresh toggle within the Proctor Dashboard, as it facilitates regular data synchronization.

Are classes in ADAM required? Can classes be created after testing?

Classes are not required but allow teachers the ability to see reports under My Classes, during the reporting window. Classes should be created before test administration to avoid data issues.

Can students be in more than one class? Can classes have multiple teachers?

Yes, students can be in more than one class, and classes can have multiple teachers assigned.

What user roles can create classes?

DAs, DCs, and SCs can create classes.

Testing Experience & Student Interface

Can students go back and review their responses?

In the computer-adaptive test (CAT), students can only review their responses within a limited section. For Math 3–8, students cannot go back to previous responses as the test adapts at the item level. For ELA, Science, and Math 9, students can review responses within an item set, but they cannot navigate back to previous sessions to review their responses.

Must students answer before moving on?

Yes.

Are sessions timed?

No — sessions are untimed. Students just need to complete their assessment within the administration window.

If a student is unable to complete testing in one session, is their progress saved?

Yes, TestNav will save the student progress. If the student exits TestNav, they will need to be retested to resume their test another time. Once they log back in, they will be brought back to the item where they left off.

Can ELA Session 3 (the writing prompt) be reopened?

Yes — students can save and return.

Can students click past the ELA writing prompt and not return (once submitted)?

Warnings exist to try and prevent this behavior, but yes, the functionality is the same as in prior years.

Reporting

Can I access results from previous years?

If you have a school- or district-level account in ADAM, you will be able to view and download reports from the previous two administrations. These can be accessed on the Reporting > Report Assets page in ADAM. *Please note, demographic disaggregation on the Reporting > Performance page are not available, as demographics are turned off for rostering and administration.*

Additional information can be found on the VTCAP page > *After Testing* section of the [Vermont Help and Support website](#).