Choose a Site Coordinator
Site Coordinators serve as the primary account contact and play a vital role in a successful testing program. Review the NOCTI Security Policy for Site Coordinator requirements. To get started:

1. Complete a Testing Agreement.
2. Receive a welcome email with account details.
3. Access the Client Services Center using the log-in credentials provided to become familiar with the available resources.

Sign up for Site Coordinator Training
Site Coordinators are instrumental in overseeing and organizing the testing program and encouraged to attend a live webinar training session to learn more about:

- Site Coordinator responsibilities
- NOCTI’s online systems
- Testing policies and procedures
- Stakeholder resources

Plan for Testing
After the training webinar, begin planning!

- Provide teachers with available resources (e.g., Assessment Blueprints, Teacher’s Corner information).
- Determine tests to be administered using district or state requirements, if applicable.
- Develop testing schedule considering your academic calendar and NOCTI’s established order timelines.

Have a Question?
Like to talk?
Call us:
1-800-334-6283

Is chat your thing?
Use our LiveChat:
nocti.org

Prefer email?
Send a message:
nocti@nocti.org