



Your NCTA Monthly Quick Bites for November 2025

"Like the falling leaves, let go of stress — and focus on doing your best this testing season."



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2026 Conference Program Proposal

The 2026 NCTA Conference Program Proposal opens on December 1, 2025.

Start making your plans now to share your expertise and knowledge with the membership through a presentation. Worried about presenting alone? Consider presenting with another member or partner.



Reminders and Help Regarding Membership Payments

Reminder: NCTA no longer accepts Purchase Orders (POs). We have streamlined our financial processes to eliminate the handling of these documents since they provide no guarantee of payment. Accounts payable offices will not receive replies from NCTA acknowledging receipt of these documents.

Need help establishing the ACH or EFT payment process? Contact NCTA Finance by emailing treasurer@ncta-testing.org.

Membership Invoice Payments

Avoid the unfortunate experience of not being able to access your NCTA account. Pay your membership dues before your account enters the Grace Period. Here's what you should know about your membership dues status:

- Your membership **renewal date** is on the 12-month anniversary of your NCTA enrollment date.
- You will receive membership **renewal notices** every 30 days for 90 days prior to your **membership expiration**.
- Once your membership **expires**, you will enter the **Graced Period** on the 1st day following your membership expiration.
- Your membership will be kept in the **Graced Period for no more than 30 days**, at which time your membership will become **lapsed** and you will immediately **lose access** to your NCTA account.

Unable to Access Open Invoice?

If you are unable to access your invoice to pay your membership fee due to a lapsed membership status contact treasurer@ncta-testing.org for assistance. **Please Note:** If too much time has elapsed between membership expiration and payment submission, you must re-enroll as a member to regain access to your account.

Regaining Account Access

To regain access, you must re-enroll (**Join**) NCTA. This process generates a new invoice for membership dues payment. Log in to your NCTA account, under the **Membership Tab**, select My Membership, and select View Invoices to the right of your name. Select the **Open** invoice and submit your payment by one of the options listed.

Once the payment is received and posted, you will receive a **Paid** Invoice via email.

Email treasurer@ncta-testing.org for questions or concerns involving fees and payments.

November Platinum Sponsor Webinar



From Crisis to Integrity: Rebuilding Trust in the Age of Cheating

Presented by:

Justin Depuydt - Director of Strategic Operations and Partnerships at Proctorio

Kevin Rockmael - Proctorio

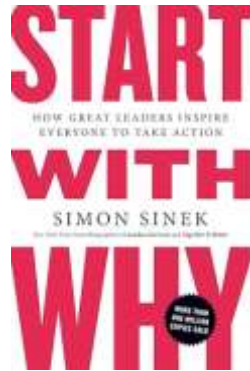
Airing Nov 5, 2025 , 1 - 2pm CT

[Register HERE](#)

Remember you can earn CE hours to maintain your proctor certification.

Fall Book Study

Thank you to **Emily Camp** for leading our discussion of the Fall Book Study on *Start with Why: How Great Leaders Inspire Everyone to Take Action*, by Simon Sinek. If you are interested in leading the Spring Book Study, please reach out to Theresa & Lisa at professional.development@ncta-testing.org.



Testing Professional Week of Giving Thanks



Testing Professionals Week of Giving kicks off on November 3, 2025 through November 7, 2025. Together we can strengthen our testing community and support our staff and those who need it most. Mark your calendars and get ready to give, share and inspire others to do the same.

NCTA Grants Committee Virtual Q&A Office Hours

Thinking about submitting an NCTA grant application but not sure where to start? Join the Grants Committee for our Virtual Q&A Office Hours. This will be a relaxed, drop-in space to ask questions, exchange ideas, and get real-time guidance from committee members.

Upcoming Topics:

- *Getting Started* – demystifying the grant application process - **Thursday, November 14 | (2:00-3:00 PM EST)**:
- *Next Steps* – tips for strengthening your proposal - **February (TBA)**:
- *Finishing Touches* – final prep before you submit - **Early March (TBA)**:

A meeting link will be shared closer to each session, so you can drop in anytime. Come when you can and stay as long as you'd like. We're here to help make your grant ideas shine!



Brewing Connections: SIG coffee Dates and Member Insights



Thank you to all who attended the recent NCTA Special Interest Group Coffee Date which highlighted the **Emergency Preparedness SIG**!

Mark your calendar and join us for the Next Coffee Date:

Date: February 19, 2026

Time: 3 pm-4 pm EST

Focus: The SIG- Universal Access - will be highlighted during this Coffee Date

A zoom link will be sent closer to the coffee date

Online Learning SIG will be highlighted in June 2026

Management SIG will be highlighted in September 2026

Grab your coffee and come join us for relaxed conversation and collaboration!

NCTA Proctor Certification

SAVE THE DATES FOR THE NEXT TESTING WINDOW!

February 16-March 20, 2026

Registration Deadline: January 15, 2026

Accommodation Request Deadline: December 18, 2025

Registration link coming soon!



Newly Certified and Recertified Test Centers



Congratulations to our newly certified and recertified test centers. Your commitment and hard work are truly commendable.

Recertification

- Prairie View A&M University Testing Services
- Texas State Technical College in Fort Bend County
- Davidson-Davie Community College Learning Commons Testing Center

Volunteer with NCTA: Help Shape Our Future!



Are you looking for a great way to get more involved with the National College Testing Association (NCTA) and connect with your peers? The important work of our organization is driven by dedicated **volunteers from our membership**, and we're currently looking for enthusiastic individuals to fill two key roles.

Conference App Committee Member

If you're **tech-savvy** and comfortable with mobile apps and basic troubleshooting, consider joining the **Professional Development Division** as a **Conference App Committee Member**. You'll play a vital role in ensuring the smooth operation of our event app, powered by MobileUp, during the annual conference. Responsibilities include assisting with setup, troubleshooting, managing content updates (schedules, speaker bios, etc.), and supporting attendees. This role is perfect for those who are **calm under pressure** and adaptable in a live event environment!

- **Time Commitment:** 11-25 hours/month (with busier months specified in the position description)

NCTA Test Center Certification Team Member

The **Professional Services Division** is seeking a dedicated volunteer to join the **NCTA Test Center Certification Team**. This role is open to current NCTA members who are part of a **certified or recertified testing center**. As a team member, you may serve as an **evaluator**—reviewing applications for compliance with the **NCTA Professional Standards and Guidelines**—or as an **advisor**, mediating between evaluators and applicants. This position requires a strong attention to detail and a commitment to NCTA's standards.

- **Time Commitment:** 5-10 hours/month

Applications for both positions are currently under review. We welcome you to join us in this critical work!

To view the full position descriptions and apply, please visit the

[NCTA Volunteer Jobs Board](#).

Proctor Certification CE Reporting

If you received your NCTA Proctor Certification, remember you must submit a minimum requirement of 15 CEs for each three-year term. You must self-report all activities within 90 days of the event to ensure documentation is still available. To self-report, click on the [NCTA Self-Reporting CE Form](#). The CE Credit information is posted on the website.



Connect With Us:

If you have items to contribute to *Quick Bites* that are of benefit to all members of the NCTA organization, please share them with the Administration division chair, Alan Dixon-Hurd, at a.hurd@csus.edu.



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