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SESSION 2: STANDARDIZED TESTING

ACTIVITY #2: TEST REGISTRATION

Opening Discussion:

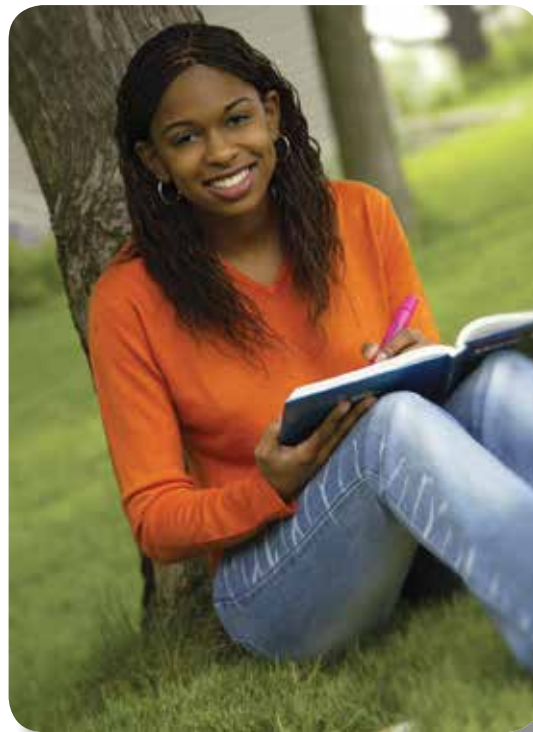
This activity will give the facilitator the opportunity to inform students it is important for them to register independently, on-time and accurately, and that fee waivers, as well as accommodations for disabled students, are available.

Activity/Handout:

General Guidelines and Testing Timetable

Instructions:

1. Give each student a copy of “General Guidelines and Testing Timetable.”
2. Walk the students through the handout.
Ask students to highlight when they might be able to take specific tests.
3. Find out what to bring on your SAT testing day at <http://sat.collegeboard.org/register/sat-test-day-checklist>.
4. If computer access is available and there is sufficient time, log on to **sat.org/register** or **www.actstudent.org** and walk through the registration process for each test. Have students complete as much information as possible.





GENERAL GUIDELINES AND TESTING TIMETABLE

Guidelines:

- SAT Tests are offered in Jan, March/April, May, June, October, November and December.
- ACT tests are offered in Feb, April, June, September, October, and December.
- Registration deadlines for both tests are usually at least six weeks prior to the test date.
- Results for the tests can be obtained online usually within three weeks of the administration or a paper copy of results may be sent within four weeks.
- Many students take the SAT once or twice. There is no evidence that taking the SAT multiple times significantly changes your score. Students have the option to choose which SAT scores they send (by test date) to colleges in accordance with an institution's stated score-use practice. Students have the option to send ACT score from a single test date.

Testing Timetable:

11th Grade

- PSAT/NMSQT should be taken in October
- At least one of the test should be taken in the spring semester
- SAT Subject Tests in May or June, when appropriate for specific colleges
- AP tests in May if enrolled in AP courses

12th GRADE

- Final ACT and SAT Tests First Semester (should be completed by the end of December)
- Latest date to take SAT Subject Tests
- AP tests in May if enrolled in AP courses

Helpful Hints for SAT/ACT Registration Procedure

- Register on time in order to avoid a late fee.
- Use the same information each time (full name, address, birth date), otherwise a student may be considered to be two different people.
- The **test center code** is essential for the student to be able to take the test in the location desired. If the student registers late, he or she may not get the center requested.
- The **high school code** is necessary in order for the high school to receive the scores.
- The **college codes** should be included with registration once students know there is a good possibility they will be applying. Students will receive four score reports every time they registers for the SAT. These four score reports must be used at the time of registration or up to nine days after the test date. We highly recommend that students take advantage of these score reports, as additional reports are subject to a fee. Many colleges require that the scores be sent to admission offices directly. If scores are not sent to colleges, there may be a delay in making decisions and/or considering a student for scholarships. Students using an SAT fee waiver receive four additional score sends they may use at any time.

- **Fee waivers** are available from the guidance office if a student shows financial need. For information: www.actstudent.org/faq/feewaiver.html or sat.collegeboard.org/register/sat-fee-waivers
- **Students with diagnosed learning or other disabilities** should check with their high school guidance office about obtaining special testing accommodations, minimally several months in advance of the test date. (Special early application for registration required). Information regarding SAT accommodations may be found at <http://collegeboard.org/students-with-disabilities>

On the day of the test:

- Come well rested
- Arrive early
- Eat a good breakfast (these are long tests!)
- Bring with you: admission ticket, approved calculator, at least two #2 sharpened pencils, picture ID

