

December 11, 2009

College Readiness and Testing Coordinators:

This notice is in response to the many questions that have been raised regarding the ACT registration process for the February 6<sup>th</sup> test administration dates.

**Question 1:** What student groups will the District pay the ACT registration fee for the February 6<sup>th</sup> test?

**Response 1:** The District will pay for all 12<sup>th</sup> grade students who have not met FCAT Graduation Requirement Concordant Scores to take the ACT on February 6<sup>th</sup>.

FCAT Graduation Requirement Concordant Scores			
SAT		ACT	
Math	370	Math	15
Reading	410	Verbal	15

**Question 2:** How will I know which 12<sup>th</sup> grade students are eligible to be included in the bulk registration?

**Response 2:** Schools can access this student data on FCAT graduation in the EDW by using the following path: Families >> High School Accountability >> High School Accountability Graduation Status (RSSOA0434).

**Question 3:** How will the students whose registration fee is covered by the District register for the February 6<sup>th</sup> ACT?

**Response 3:** ACT has Multiple Registration Process. See the attached *Multiple Registration Process* and *Multiple Registration Worksheet* attached to this communication. Step-by-Step instructions for student registration are included in these documents. Schools need only to enter "PBC Schools" or "Fee Waiver" on Registration worksheets. The District will coordinate payment directly with the ACT for the Multiple Registrations. ACT will work with district schools to facilitate the Multiple Registration Process.

**Question 4:** When should students register to take the ACT on February 6<sup>th</sup>?

**Response 4:** The registration deadline for students who have **Tuesday, January 5, 2010**. ACT is considering our request to extend the deadline.

**Question 5:** Where will the tests be offered?

**Response 5:** ACT testing sites are included as an attachment.

**Question 6:** Is the District going to pay for 11<sup>th</sup> grade students to take the ACT?

**Response 6:** No, the District will pay for all 11<sup>th</sup> grade students to take the SAT during a regular school day in April 2010. The tentative date for testing is April 14<sup>th</sup>, but that date is subject to change.

**Question 7:** Will students other than 12<sup>th</sup> graders be allowed to take the ACT on the same date?

**Response 7:** Other students can test on the same day; however, those students will need to follow the regular ACT registration process. The District will only pay the registration fees for 12<sup>th</sup> grade students identified in Question 1.

**Question 8:** How can schools get more fee waivers?

**Response 8:** Schools may request additional waivers as needed by phoning the ACT office in Tallahassee at 850.878.2729. Bill Wooten can assist with this process. Each school received an initial distribution of fee waivers based on the total number used last year. The school should use those first, but can order more.

**Question 9:** How can schools get more paper folders for registration?

**Response 9:** Schools may request additional paper folders as needed by phoning the ACT office in Tallahassee at 850.878.2729. Bill Wooten can assist with this process as well.

**Question 10:** Will students be able to request a specific testing site?

**Response 10:** Submitting paper folders via the multiple registration process often gives students and schools the impression that they will be assigned to the test center they mark as their first choice. That may not be true. It's important for all schools to know that there is no guarantee that their students will be assigned to their home high schools when registering for the national test dates. In other words, each testing site is a national test center open for registration by any student, including students from outside the district. As the center fills up, students who register for that center will be sent to the nearest alternate site.