

WESTTOWN SCHOOL COLLEGE ADMISSION TEST INFORMATION AND HOW TO REGISTER FOR THE SAT OR ACT

Before you start...

IMPORTANT GENERAL ADVICE

- Register under your legal name, the one you will use on all college application documents.
- Keep your user name and password in a safe place.
- Use the same account throughout high school; never create a second account with the testing agency.
- Register for a test well in advance of the registration deadline (a month or more). Westtown fills to capacity before the deadline and you may be forced to choose another test center. Westtown cannot provide transportation to other test centers!
- Have a credit card ready when you register.
- Students with learning disabilities who have testing accommodations at Westtown: contact the College Counseling Office to apply for accommodations on the SAT and ACT. Once approved, students indicate each time they register that they wish to receive their approved accommodations.
- Only seniors need to report scores to colleges as part of the registration process.
- On the day of the test, you will need to bring your Registration/Admission Ticket, photo ID, #2 wooden pencils, and an acceptable calculator. See the SAT and ACT websites for information about acceptable calculators.
- *Questions? Contact any of the college counselors*

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WHO TAKES WHAT WHEN

PSAT: sophomores take the PSAT-10 in February and junior take the PSAT-11 in October. Both are practice tests to give students familiarity with the content and format of the SAT. The College Counseling Office orders the tests; results are returned to students in small groups about eight weeks after the administration. Students can also access their results and an interpretive score report on-line in the account they create at www.collegeboard.org

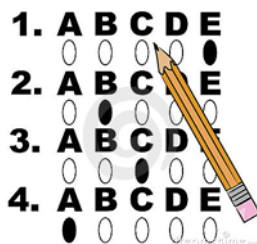
SAT: twice in the junior year, once early (December or January) and once late (May or June). Seniors may repeat in August, October, or November on satisfaction with their scores and the expectations/deadlines of the colleges to which they are applying. College Board offers free on-line test prep through Khan Academy. Students register themselves on-line and receive their scores through their College Board accounts.

SUBJECT TESTS: at the end of the appropriate classes in grades 9-11. May be repeated in the fall of the senior year depending on the expectations of the colleges to which the student is applying. Subject Tests are required by a small minority of colleges (some highly selective liberal arts colleges and universities). Students applying directly to STEM programs of study (science, technology, engineering, math) may be required to submit results of Subject Tests in science and/or math. Students register themselves on-line and receive their scores through their College Board accounts.

ACT: juniors should take the ACT in April and may choose to repeat it in the fall of the senior year. If a colleges requires a standardized test as part of the application, the SAT or the ACT is acceptable. *Very often the ACT can substitute for Subject Tests as well.* Students must carefully check the specific requirements of the colleges to which they are applying. ACT offers low cost test prep on-line through Kaplan.

ADVANCED PLACEMENT EXAMS: Registration is done through the College Counseling Office in February and exams are administered at Westtown during the first two weeks of May. Students may choose to sit for AP Exams in different academic subjects. Some colleges will use the scores for course placement; some colleges give credit for high scores. Check each college's website for placement and credit information. Students should talk with their teachers about the level of preparation necessary for exams in their subject area.





REGISTRATION INSTRUCTIONS

College Board Tests: SAT and SUBJECT TESTS

1. Go to <http://sat.collegeboard.com/register>

2. Fill out the **Identification Information** (use your legal name as it will appear on your college applications, transcripts, and other official documents: this must be correct because it is virtually impossible to correct it later and it can become a damaging snafu with colleges once you apply).

3. **Create a User Name and Password** and remember them! This is the same account you will use throughout high school; you must be able to access it to receive your scores and eventually send your scores your colleges. Never create a second account because you forgot how to access this one. That creates all sorts of problems when you are a senior and apply to college.

4. In "My Organizer", click on **SAT REGISTRATION AND SCORES** (on the left)

5. Enter your Password again at the "**Security Check**" to enter your SAT account

6. Click on the blue **REGISTER NOW** button

7. **Update your Personal Information:** be sure to indicate that you attend Westtown School. For your Mailing Address, use either your home or Westtown but be consistent. Westtown's address is: 975 Westtown Road, West Chester, PA 19382. For your phone number, use your home or cell number. College Board uses this information to verify your identify in case something goes wrong with your account.

8. The optional "**Build Your College Profile**" pages that follow are a questionnaire that College Board uses for research purposes. They also provide this information to colleges interested in recruiting students like you. If you check "Yes" to the question about participating in the Student Search Service, you will receive recruiting mail from colleges based on your questionnaire and their criteria.

9. **Agree to Terms and Conditions**

10. **Select Test and Center:** Choose the SAT or Subject Tests (you can take one or the other on the same day, not both). If you choose Subject Tests, you will have to indicate the specific test(s). You can change your choice or number of tests at the test center on the day of the test.

11. **Essay or No Essay:** The SAT Essay is now optional and a separate score. Not many colleges require the essay but you need to check the websites of the colleges in which you are interested.

12. Pick your **Test Date**

13. Pick your **Test Center**: boarding students need to select Westtown School. Day students may test at Westtown or at another test center of their choice. Westtown is a small test center open to the general public. **Westtown tends to fill to capacity several weeks before the test registration deadline so don't wait until the last minute to register.** If Westtown is full, you will need to either choose another test center (and figure out how to get there) or pay extra to be on the “waiting list” here at Westtown.

14. **Checkout.** You must pay with a credit card. Complete the process and print your Registration/Admission Ticket. You will need to bring this with you the morning of the test along with Photo ID, #2 wooden pencils, and a calculator.

15. Students who are **Full Access** eligible should speak with the College Counseling Office about using a Fee Waiver to register for SATS (juniors and seniors only).

ACT (AMERICAN COLLEGE TEST)

1. Go to <http://www.actstudent.org/regist/>

2. Click on **Sign Up Online** then **Create Account**
Remember your User Name and Password.

3. Be sure to use your legal name as it will appear on all of your college application documents

4. Complete the optional **Personal Profile and Interest Inventory**. This information will yield an interesting report that comes along with your scores. It's worth the time.

5. Select **ACT WITH (or Without) WRITING (Essay)**

Highly selective colleges require the SAT with Writing, but check the websites of colleges that interest you.

6. Select the **Date** on which you want to test

7. Complete the required **High School Courses and Grades** section

8. Select your **Test Center**:

9. At the end of the registration process, pay using a Credit Card and print your **Registration Ticket**. On the day of the test, students must bring their Registration Ticket, Photo ID, #2 wooden pencils, and a calculator.

10. **Full Access:** Students in the Full Access program should request a Fee Waiver from the College Counseling Office in advance of registering.