



MEMORANDUM

TO: Superintendents, High School Principals, High School Test Coordinators, and School Counselors

FROM: State PSAT/NMSQT Coordinator

DATE: May 19, 2016

SUBJECT: Funding for the Fall 2016 PSAT/NMSQT Administration

In terms of funding the PSAT, the state will cover the cost of the Fall 2016 PSAT/NMSQT exam administered on **Wednesday, October 19, 2016 or the alternate date of Wednesday, November 2, 2016*** for all **10th and 11th grade** students enrolled in Indiana accredited public and nonpublic high schools.

Providing the PSAT/NMSQT for 10th grade students has become common practice for many states, as the assessment offers many opportunities, including the following:

- a. Students and parents receive an earlier and better gauge of their post-secondary preparation.
- b. Students have time to adjust 11th and 12th grade schedules based on individual data.
- c. Schools may use AP Potential™ to identify students who demonstrate potential in specific Advanced Placement content areas.
- d. Schools may use the Summary of Answers and Skills™ tool to help inform instructional practices based on student skills.
- e. Students and parents have access to a variety of college, career and SAT preparation tools, including My College Quickstart™, that are beneficial throughout high school.

In the Budget Bill passed by the Indiana General Assembly, lawmakers appropriated enough PSAT funding to include the exams taken by 11th grade students. This will enable those students to not only be better prepared for the SAT, but will also remove any financial obligations to those who wish to try to earn a National Merit Scholarship™.

School officials must check to make certain all students mark their grade level appropriately on their answer sheet. *Any answer sheet with errors in marking or lack of marking will not be compensated by the IDOE after final invoicing is received by schools from the Educational Testing Service (ETS).* If a school finds an error(s) in an invoice, the school must resolve the issue with ETS.

Students who take the PSAT/NMSQT have access to My College Quickstart™, an online college and career planning kit powered by student responses on the test, that provides personalized information to help students take their next steps toward post-secondary preparation.

- This tool can be found at: <https://quickstart.collegeboard.org/posweb/login.jsp>.

Students who have previously taken the PSAT/NMSQT currently have access to My College Quickstart™.

Because these resources are available to all 10th and 11th grade students who take the PSAT/NMSQT (not just those determined to be “college bound”) **we encourage schools to seek full participation of Grade 10 and Grade 11 students in the PSAT/NMSQT.**

Priority dates for ordering 2016 PSAT/NMSQT materials:

June 30: Priority date to order test materials, ensuring timely delivery of Student Guides.

August 5: Deadline for schools to reduce PSAT/NMSQT test book orders.

August 30: Deadline for receipt of **complete SSD accommodations** requests; NOTE: This is the deadline for *all* SSD accommodations requests, whether or not the pertinent documentation requires review by the College Board.

Aug. 31: Deadline for schools to order tests using the pre-administration option. Participating schools receive answer sheets and supervisor's manuals by Sept. 14.

September 23: Deadline for schools to increase PSAT/NMSQT test book orders (9:00 PM Eastern) and to order PSAT/NMSQT nonstandard test formats.

September 23: Deadline for schools to order PSAT/NMSQT nonstandard test formats for priority shipping.

Wednesday, October 19: PSAT/NMSQT administration

***Alternate Test Day is Wednesday, November 2, 2016.** Alternate test day administration requires permission from College Board. **Further, Saturday test administration will not be provided in 2016.**

For additional information about the PSAT/NMSQT from the College Board:
<https://collegereadiness.collegeboard.org/psat-nmsqt-psat-10>

If you have questions about the PSAT/NMSQT and the state funding for 10th and 11th grade students, please contact PSAT@doe.in.gov.