

Dear Parent or Guardian,

During the 2017-18 school year, all New York City high schools will participate in the SAT School Day administration. As part of this administration, all sophomores will take the PSAT in either the fall or spring, and all juniors will take the SAT in the spring. Both exams will take place during the school day. There will be no cost to students for these school-day exams.

Taking the PSAT and SAT are important steps towards ensuring your child is prepared to apply for college. The PSAT provides information on students' strengths and areas for improvement in reading, math, and writing. The SAT is an important part of the college application process. It is required for admission to most 4-year colleges, and is often used for demonstrating academic proficiency at 2-year colleges. We hope this PSAT/SAT administration will also give you an opportunity to discuss college and career goals with your child.

Students with existing IEP or 504 plans may be eligible for testing accommodations on the PSAT and SAT. Unlike city and state tests, administration and policies regarding the PSAT and SAT are overseen by the College Board. The College Board is a national nonprofit organization that oversees the administration of these exams. This means that even if your child receives testing accommodations in school, he or she will not automatically receive them on College Board tests. To learn more about eligibility and typical accommodations, visit <https://www.collegeboard.org/students-with-disabilities>.

All students who want to use testing accommodations on the PSAT, SAT, or Advanced Placement exams must submit an application to the College Board. Even students with Individualized Education Programs (IEP) or 504 Accommodation Plans must submit an application if they want to use the accommodations on these exams. Please complete the attached form if you would like our school to submit the application for your child. This form can also be found under the SAT section of this page: <http://schools.nyc.gov/Accountability/resources/testing>. Return the form to our school counselor as soon as possible. We cannot request these accommodations on your child's behalf without receiving the signed consent form from you. If the College Board approves an accommodation for your child, it will apply to all future College Board tests (PSAT, SAT, and Advanced Placement exams).



You can learn more about the PSAT and SAT at <https://collegereadiness.collegeboard.org/about>. If you have any questions about the PSAT or SAT administration, please feel free to reach out to me directly.

We are excited to make this opportunity available to our students in the coming school year.

Sincerely,

Principal

Upcoming Exam Dates

PSAT Assessment Date at my school: _____
PSAT Assessment Date

SAT Assessment Date at my school: _____
SAT Assessment Date



Schools: Retain this College Board Accommodations Request Consent form for your records. Contact ServiceCenter@schools.nyc.gov with questions. See also: http://intranet.nycboe.net/Accountability/Assessments/Annual/SAT_PSAT/

Consent Form to Submit Accommodations Request for College Board Exams

Students with IEP or 504 plans may be eligible for testing accommodations on the PSAT and SAT. Unlike city and state tests, administration and policies regarding PSAT, SAT, and Advanced Placement (AP) exams are overseen by the College Board. The College Board is a national nonprofit organization that oversees the administration of these exams. This means that even if your child receives testing accommodations in school on other tests, he or she will not automatically receive them on College Board tests. All students who want to use testing accommodations on the PSAT, SAT or Advanced Placement exams must submit an application to the College Board. Please complete the form below if you would like your school to request an accommodation for your child. To learn more about the College Board accommodations process, please see this website: <https://www.collegeboard.org/students-with-disabilities/request-accommodations>.

Student Information

- Student Name: _____
- School: _____
- Student Date of Birth: _____

Student and Parent/Guardian Consent. Please sign below or check the box at the bottom to indicate your preference.

I wish to apply for testing accommodation(s) on College Board tests (SAT, PSAT/NMSQT, and/or Advanced Placement Exams) due to disability. I authorize my school: to release to the College Board copies of my records that document the existence of my disability and need for testing accommodations; to release any other information in the school's custody that the College Board requests for the purpose of determining my eligibility for testing accommodations on College Board tests; and to discuss my disability and accommodation needs with the College Board.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Check any additional boxes that apply:

I wish to speak with someone to learn more about accommodations on the College Board exams, to decide which accommodations should be requested for my child. Please contact me to schedule an appointment here: _____