

MAINE High School Assessment

SAT[®] TESTING 2009

Dates and Contacts

FEBRUARY 9	SSD Eligibility Forms Due MPO Declaration Forms Due
MARCH 31	Registration Deadline
APRIL 13	Match MEDMS and CB Rosters
MAY 2	May SAT [®] Test Date
MAY 2-13	MPO Testing Window
JUNE 6	June SAT Test Date (make-up)

- College Board Customer Service (Students): **866-756-7346**
- College Board SSD Customer Service: **609-771-7137**
- Counselor Hotline: **888-SAT-HELP**
- College Board Supervisor Web site: **<https://supervisor.ets.org/supervisor/>**
- FAQ Link: **http://www.maine.gov/education/sat_initiative/registrationmaterial.html**

Top 5 Questions

- 1 Why is the Bulk Registration Form so important?** The Bulk Registration Form is the only way to link your students to the Maine High School Assessment. Any registration received without the form will be processed as a regular test-taker and will not count toward your school's Annual Yearly Progress.
- 2 It's past the Registration Deadline; What do I do?** The registration deadline is March 31, 2009. However, we will process registrations until the late registration deadline of April 9, 2009. Every registration must be accompanied by the Bulk Registration Form. Registrations postmarked after April 9 will be processed for the June exam. If you have a late student that absolutely has to test in May, you will need to send an e-mail to maineinitiative@collegeboard.org.
- 3 Can my student change his/her accommodations on test day?** The Maine High School Assessment requires students to test with the same accommodations for both the Math and Science Augmentation and the SAT portion. If this will not be affected by the change and you have available materials, then you may make the change. Any changes will need to be clearly identified on the roster that you faxed in.
- 4 My student got sick during the test. What should we do?** Once a student has started a test, that test will count as his or her MHSA SAT portion. The student has the right to cancel the scores and that student will still count in your school's participation rate. You may not test the student again during the MPO window or transfer the student to June once they have begun an exam. If a student is not feeling well, we recommend that the student not start the exam and that you indicate on the roster that you fax in that the student will transfer to the June administration.
- 5 Why do I need to fax my roster and seating charts?** While we know that you have included the roster and seating charts in the shipment with your answer sheet returns, faxing the roster and seating charts to the College Board is very important. You must indicate if a student who was absent on May 2 will be testing MPO or transferring to June. Having the rosters faxed over gives the College Board ample time to identify these transfers to June and MPO testing, and ultimately ensure that your students receive their scores in a timely manner. We need the seating charts to clarify any discrepancies with MPO, SSD and Standard test-takers.

NOTES: The Math – A (augmentation) and MHSA Science Testing window will begin on Monday, March 30, and will close on Friday, April 10.

Separate instructions and key dates will be sent to schools participating in the e-Reg pilot.