

# Bernards Township Public Schools

## RIDGE HIGH SCHOOL

Francis T. Howlett Jr.  
Principal

Gina Donlevie, Ed.D  
Assistant Principal

Kathleen Dusebout  
Assistant Principal

Scott Thompson  
Assistant Principal

Thomas Thorp  
Assistant Principal

May 15, 2015

Dear Parent(s)/Guardian(s),

This school year, all 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade students will be offered an opportunity to take the PSAT at Ridge High School on Wednesday, October 14, 2015. **This year we will be offering the PSAT Test to the 9<sup>th</sup> grade 2015-16 class as well. While College Board is redesigning the PSAT/NMSQT, no Saturday administration will be available in 2015.**

There are many benefits for students in all three grade levels to take this test. By taking the PSAT in both 9<sup>th</sup> and 10<sup>th</sup> grade, students will be getting a jump on the college process. The test will allow students an opportunity to assess their critical reading, mathematical reasoning, and writing skills, which are essential for a successful college career. The PSAT will also give your child practice for taking the SAT. The school counselors will discuss test results in December. Also for the juniors, they will find out if they are eligible to compete for the National Merit Scholarship. Once students zero in on their own strengths and weaknesses, they can work more rigorously in their regular classes to improve their skills before taking the SAT.

All 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade students who register for this administration of the PSAT should report to the RHS and be seated in their testing room by 7:35 a.m. on Wednesday, October 14, 2015. Your child's testing room assignment will be posted on the bulletin board that is located between the cafeteria and the welcome desk a few days prior to the test date. Students must bring a photo ID and know his/her student ID code. Students must also bring their own scientific or graphing calculator and #2 pencils for the test. No calculators will be supplied.

The registration fee for the PSAT is **\$17.00 for (2015-2016) 10<sup>th</sup> and 11<sup>th</sup> grade students** and **\$12.00 for (2015-2016) 9<sup>th</sup> grade students**. In addition, there is also a \$2.00 online convenience fee. **It is VERY IMPORTANT that you register your child for the correct test by choosing the correct dropdown payment option as there are two different tests (one for the 10<sup>th</sup> & 11<sup>th</sup> grade students & one for the 9<sup>th</sup> grade students).** Please follow the below registration instructions:

1. Go to [www.bernardsboe.com](http://www.bernardsboe.com)
2. Click on "Payments"
3. Click where it says "Please click *here* to make online payments."
  - Step 1: Select Payment – Click on "PSAT"
  - Step 2: Enter Payment Information & Personal Information
  - Step 3: "Agree" to the Terms & Conditions and Enter Your Billing Information
  - Step 4: Review the Information Before Completing the Payment
  - Step 5: Print a Copy of the Confirmation For Your Record

This method will offer you the convenience of registering from home, in addition to providing us with immediate and accurate information on the status of our students. **The PSAT registration is open! The registration must be completed by 11:30 p.m. on Sunday, September 20, 2015. Please print a copy of the confirmation for your record. Due to the popularity of this large scale test and the preparations necessary for test day, late registrations will not be accepted, and there will be no refunds under any circumstances.**

For more precise information regarding College Board's PSAT testing policies and procedures, please refer to the PSAT booklet that will be distributed in school to students on September 16<sup>th</sup>, 17<sup>th</sup>, & 18<sup>th</sup>, to the College Board Website (<http://www.collegeboard.com/student/testing/psat/about.html>), or to the Ridge High School website under "Counseling Department" and then click on "Standardized Testing Information".

Any student who has a question about the administration of the PSAT should see his or her school counselor in advance. Good luck!

Sincerely,

*Scott V. Thompson*

Scott V. Thompson  
Assistant Principal

# 2015 PSAT Registration Instructions & Important Information

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- Step 1: Select Payment – Click on “PSAT”
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**You will receive e-mail notification once registration is complete.**

## Important Information

- The PSAT test date is Wednesday, October 14th, at Ridge High School.
- The online PSAT registration is open and will be available through 11:30 p.m. on Sunday, September 20th.
- The PSAT registration fee is **\$17.00 for (2015-2016) 10<sup>th</sup> and 11<sup>th</sup> grade students** and **\$12.00 for (2015-2016) 9<sup>th</sup> grade students**. In addition, there is a \$2.00 online convenience fee.
- Registration this year is for 9th, 10th & 11th grade students.
- The Cancellation Policy: No Refunds under any circumstances. Also, there will be no refunds if you are absent on October 14th. There will be no exceptions to this policy.
- Room assignments will be posted on the bulletin board that is located between the cafeteria and the welcome desk a few days prior to the test date.
- Students should report to RHS & be seated in their assigned testing room by 7:35 a.m. on Wednesday, October 14th.
- Students must bring a photo ID & know his/her student ID code.
- Students must bring a scientific or graphing calculator and #2 pencils.
- Late registrations will not be accepted.