

Administrative and Instructional News

PSAT

Important Information



10th and 11th graders should arrive to school for the PSAT **no later than 8:00 a.m.**

PSATs are being administered to **tenth and eleventh grade students** from **8:15 – 11:50 a.m.** on **Wednesday, October 16.** At the conclusion of the test, students will report to their **fourth period class.** Proctors are asked not to release any students earlier than 11:50 a.m.

All other students are to report at 9 a.m. as follows:

9th graders:

9:00 – 11:50 - Freshmen HIV/AIDS Prevention Instruction: All 9th graders report to the Concert Hall

12:00 - Report as below.

12th graders:

9:00 – 11:50 - Senior Class Trip to Central Park (Yearbook Photo)

Special Bell Schedule:

4th period.....	12:00-12:30
5th period.....	12:34-1:04
6th period.....	1:08-1:38
7th period.....	1:42-2:12
3rd period.....	2:16-2:46

Room Assignments

Please see the PSAT room assignments to the right. Find your official class in the table to determine where you will take the PSAT.



Policy: No Backpacks



Students are not permitted to bring a backpack or other bag into the PSAT testing room. A student may bring a clear plastic bag containing pencils and a calculator.

Lateness Policy



If a student comes after the test has begun but before 9:15 a.m., he/she must go to the mezzanine and take the test there. Students who arrive after 9:15 must report to the mezzanine but will not be permitted to take the exam.

Extended Time Students



A student qualifies for extended time on the PSAT Examination if the College Board has confirmed his or her eligibility. Letters will be mailed home for students who are approved by the Board.

The exam for these students will be given in room 323 from 8:15-1:30. At the conclusion of the exam, these students must go to their **seventh period class.**

No Cell Phones



This is an important reminder for sophomores and juniors that students are prohibited from having access to a cell phone or any device that can access the Internet during the PSAT. It is imperative that students not carry a cell phone into the building. Thank you.

TEACHERS

PSAT Proctoring Time



TEACHER TIME IS 8:00 – 2:50 for a 1st proctor or teacher involved in freshmen/senior activities.

TEACHER TIME IS 9:00–3:50 for a 2nd proctor.

Information about teacher proctoring has been placed in faculty mailboxes.

Examination Schedule



Please follow the testing schedule below. Failing to do so creates problems for the departments that do respect the day.

Monday	Tuesday	Wednesday	Thursday	Friday
Make-up Day	Social Studies	English Health/P.E.	Science* Studio	Mathematics World Languages

*Tests for any science class with Thursday labs will be administered on Mondays.

This Year's Midyear Exams



A committee of teachers and assistant principals unanimously agreed to administer midyear exams. Midyear exams will be given in mid January during the regular class time. Teachers must give this exam during the assigned day for their department. Teachers may choose to offer the exam in two sessions (therefore extending the time for the exams

OP	Room
A51	625
A52	539
A53	641
A54	501
A55	541
A56	437
A57	511
A58	431
D51	347
D52	615
I51	409
I52 & I53	621
I54 & I55	639
I56	627
R51	659
R52 L-P	529
R52 R-Z	559
T51 & T61	613
V51	413
V52	557
V53	417
V54 & V55	421
V56	427
A61	429
A62	415
A63	617
A64 & A65	643
A66	411
A67	661
A68	601
D61	629
D62	507
I61	623
I62 & I63	441
I64 & I65	611
I66	631
R61	859
R62	609
R63	645
V61	607
V62 & V63	857
V64	361
V65	359
V66	357
Extra Time 1.5x	323
LATECOMERS	MEZZ

If you have any questions regarding information on this page, please call Ms. van Keulen, AP of Data and Technology, at (212) 496-0700 X 2261.