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# Quick Reference Guide 2017-18

**EVERYTHING YOU NEED TO KNOW ABOUT  
THE COLLEGE BOARD'S PROGRAMS AND SERVICES**

- Access Initiatives
- Services for Students with Disabilities (SSD)
- SAT<sup>®</sup> and SAT Subject Tests<sup>™</sup>
- PSAT/NMSQT<sup>®</sup>, PSAT<sup>™</sup> 10, and PSAT<sup>™</sup> 8/9
- Advanced Placement Program<sup>®</sup>
- ACCUPLACER<sup>®</sup>
- CLEP<sup>®</sup>
- SpringBoard<sup>®</sup>
- CSS Profile<sup>™</sup>

# SAT and SAT Subject Tests

## THE SAT

The SAT® is a globally available test accepted by all U.S. and many international colleges and universities. It is offered seven times a year in the United States and U.S. territories, and four times a year internationally. Visit [sat.org](http://sat.org) to learn more.

## SAT SUBJECT TESTS

The SAT Subject Tests™ are hour-long, content-based tests that let students distinguish themselves in the college admission process by highlighting their strengths and interests in specific subject areas, including math, science, history, literature, and languages. Visit [satsubjecttests.org](http://satsubjecttests.org).

## PRACTICE

College Board and Khan Academy® have partnered to offer free, personalized practice for the SAT Suite of Assessments. Students can visit Khan Academy at [satpractice.org](http://satpractice.org) to get SAT practice resources based on their results for any test in the SAT Suite of Assessments (SAT, PSAT/NMSQT®, PSAT™ 10, or PSAT™ 8/9).

Students can also visit [sat.org/practice](http://sat.org/practice) to access a free official SAT practice app, full SAT practice tests, and sample SAT questions.

To prepare for SAT Subject Tests, students can access free online practice questions at [satsubjecttests.org](http://satsubjecttests.org) as well as video lesson playlists for science subjects from Khan Academy.

## CONTACT US

Students' Phone.....**866-756-7346**

Students' Email.....**sat@info.collegeboard.org**

International Students' Phone.....**+1 212-713-7789**

Counselors' Email.....**sat.help@info.collegeboard.org**

SAT Educator Help Line.....**888-SAT-HELP (728-4357)**  
M-F, 8 a.m.–9 p.m. ET

International Counselors' Phone.....**+1 212-520-8600**

## FEE WAIVERS

Eligible students who demonstrate financial need can receive up to two fee waivers for SAT registrations and up to two fee waivers for SAT Subject Test registrations (three Subject Tests allowed per registration). The waivers cover registration fees, Student Answer Verification Services (QAS/SAS), additional score reports (four for each student), and college application fee waivers (four for each student).

Visit [collegeboard.org/feewaiver](http://collegeboard.org/feewaiver) for the most up-to-date information on fee waiver policies. Counselors should call the SAT Educator Help Line to obtain SAT fee waivers.

### Registration Fees

SAT with Essay: **\$60**

SAT (no Essay): **\$46**

Subject Test Registration Fee: **\$26**

Each Subject Test: **Add \$21 each**

Each Language Subject Test with Listening\*: **Add \$26 each**

\*Only one Language with Listening Test can be taken each year. (November only)

### Score-Reporting Fees

(Four score report requests are included with registration)

Each additional score report request: **\$12**

Rush order (per order): **\$31**

Scores by phone (per call): **\$15**

Scores by web: **Free**

### Non-U.S. Regional Fees\*\*

Africa (sub-Saharan): **\$38**

Americas: **\$38**

East Asia/Pacific: **\$53**

Europe & Eurasia: **\$40**

Middle East/N. Africa: **\$47**

South & Central Asia: **\$49**

\*\*See the *Student Registration Booklet* or go to [sat.org/international](http://sat.org/international) for a list of countries and their regional designations.

### Processing Fees

Reregistration by phone: **\$15**

Late registration (U.S. only): **\$29**

Waitlist request: **\$49**

Test center, date, or test change: **\$29**

## THE SAT AND SAT SUBJECT TESTS DATES

| Test Date  | AUG 26 | OCT 7  | NOV 4  | DEC 2  | MAR 10 | MAY 5  | JUN 2  |
|--|--------|--------|--------|--------|--------|--------|--------|
| <b>Early Registration</b><br><i>(International only)</i>                           | –      | AUG 23 | SEP 20 | OCT 18 | JAN 24 | MAR 21 | APR 18 |
| <b>Regular Registration</b>  | JUL 28 | SEP 8  | OCT 5  | NOV 2  | FEB 9  | APR 6  | MAY 3  |
| <b>Late Registration</b> <i>(for online or phone registrations; domestic only)</i> | AUG 15 | SEP 27 | OCT 25 | NOV 21 | FEB 28 | APR 25 | MAY 23 |
| <b>SSD Accommodations Request Deadlines</b>  | JUL 7  | AUG 18 | SEP 15 | OCT 13 | JAN 19 | MAR 16 | APR 13 |
| <b>SAT</b>   | •      | •      | •      | •      | •      | •      | •      |
| <b>SAT Subject Tests</b>   | •      | •      | •      | •      | •      | •      | •      |

### Notes

Registration deadlines expire at 11:59 p.m. U.S. Eastern Time.

For the most up-to-date information on the SAT and SAT Subject Tests, including late deadlines for paper registrations, see [sat.org/register](http://sat.org/register).

Sunday test dates immediately follow the Saturday test dates, except for the October test, which has been moved to **October 15**.

**For International Testing:** The SAT and SAT with Essay are available in October, December, March, and May. The Subject Tests are available in October, November, December, May, and June.

# PSAT/NMSQT, PSAT 10, and PSAT 8/9

## THE PSAT/NMSQT AND PSAT 10

The PSAT/NMSQT and PSAT 10 are the same test, offered at different times of year. Part of the SAT Suite of Assessments and tightly aligned with the SAT, they serve as check-ins on student progress and pinpoint areas for development.

The PSAT/NMSQT is offered to 10th and 11th graders in the fall. Instead of testing in the fall, some schools may deliver the PSAT 10 in the spring.

Both tests support student progress by focusing on the skills and knowledge that matter most for college and career success.

## THE PSAT 8/9

The PSAT 8/9 is the first test in the SAT Suite of Assessments. Using the same specifications as the SAT, the PSAT/NMSQT, and the PSAT 10, it establishes a baseline for college and career readiness as students enter high school. The PSAT 8/9 is designed for eighth and ninth graders.

## PRACTICE FOR PSAT/NMSQT AND PSAT 10

To get ready for the PSAT/NMSQT or PSAT 10, students can visit [collegeboard.org/psatpractice](http://collegeboard.org/psatpractice) for a full practice test and sample questions. There's also a full practice test in the *PSAT/NMSQT Student Guide* and the *PSAT 10 Student Guide*.

Because the PSAT/NMSQT and PSAT 10 follow the same assessment design principles as the SAT, students can also use Khan Academy's free personalized SAT practice resources at [satpractice.org](http://satpractice.org) to get ready for the tests.

## CONTACT US

PSAT-related Assessments Phone.....**888-477-PSAT**

PSAT-related Assessments Email.....**psat@info.collegeboard.org**

National Hispanic Recognition Program.....**nhrp@collegeboard.org**

### Fees

PSAT/NMSQT or PSAT 10: **\$16**

PSAT 8/9: **\$10**

Shipping surcharge for schools outside the U.S., Canada, and U.S. territories: **\$6 per test ordered**

## PSAT/NMSQT, PSAT 10, AND PSAT 8/9 DATES

| 2017             |   | 2017 (CONT.)    |   |  |
|------------------|---|-----------------|---|--|
| <b>June</b>      | <b>June 30:</b> Order test materials by this date to receive <i>PSAT/NMSQT Student Guides</i> in September. Request PSAT/NMSQT fee waivers by this date for eligible juniors.   | <b>October</b>  | <b>Oct. 11:</b> Primary PSAT/NMSQT test date<br><b>Oct. 14:</b> Saturday PSAT/NMSQT test date<br><b>Oct. 25:</b> Alternate PSAT/NMSQT test date   |  |
| <b>August</b>    | <b>Aug. 4:</b> Deadline for schools outside the U.S. to reduce PSAT/NMSQT test-book orders.<br><b>Aug. 22:</b> <a href="#">Deadline to request SSD accommodations for PSAT/NMSQT.</a><br><b>Late Aug.:</b> <i>PSAT/NMSQT, PSAT 10, and PSAT 8/9 Educator Guide</i> received in schools.   | <b>December</b> | <b>Dec 4:</b> K–12 online reporting for PSAT/NMSQT, including score reports, benchmarks, and question analysis reports, made available.<br><b>Mid-Dec.:</b> School principals begin receiving printed PSAT/NMSQT score reports.<br>AP Potential™ data for PSAT/NMSQT made available.<br><b>Dec. 15:</b> <a href="#">SSD accommodations requests deadline for PSAT 10 students testing in Feb and March.</a> |  |
| <b>September</b> | <b>Sept. 1:</b> Deadline for U.S. schools and districts to reduce PSAT/NMSQT test-book orders.<br><b>Sept. 15:</b> Deadline for schools outside the U.S. to order PSAT/NMSQT test books and to increase test-book orders.<br><b>Sept. 22:</b> Deadline for U.S. schools and districts to order PSAT/NMSQT test books and to increase test-book orders.<br><b>Sept. 25, 2017–Jan. 26, 2018:</b> Fall PSAT 8/9 testing window | <b>2018</b>     | <b>February</b>   | <b>Feb. 19:</b> <a href="#">SSD accommodations requests deadline for PSAT10 students testing in April.</a><br><b>Feb. 26–April 27:</b> Spring 2018 PSAT 8/9 and PSAT 10 testing window |

For additional PSAT-related assessment dates and deadlines, visit: [psat.org/important-dates](http://psat.org/important-dates)

# Advanced Placement Program

The Advanced Placement Program® (AP®) gives high school students the opportunity to study and learn at the college level. It offers 38 courses and exams in a wide variety of subject areas. Nearly all colleges and universities in the United States—as well as many institutions in more than 60 other countries—grant credit, placement, or both for AP scores or acknowledge AP scores in the admission process.

[collegeboard.org/apcoordinator](http://collegeboard.org/apcoordinator)

## CONTACT US

|  |   |
|--|---|
| AP Coordinator Hotline.....                    | <b>877-274-6474</b>                       |
| International AP Coordinators.....             | <b>+1 212-632-1781</b>                    |
| Students/Parents/Teachers.....                 | <b>888-Call4AP</b>                        |
| AP Course Audit Help Line.....                 | <b>877-APHELP-0</b>                       |
| AP Course Audit Help Line (International)..... | <b>+1 541-246-2500</b>                    |
| Domestic.....                                  | <b>apexams@info.collegeboard.org</b>      |
| International.....                             | <b>apexams-intl@info.collegeboard.org</b> |

## FEE REDUCTIONS

The College Board provides a \$32 fee reduction per exam for students with financial need. Schools are expected to forgo their \$9 rebate for these students, resulting in a cost of \$53 per exam. Many states use federal and state funding to further reduce the exam fee for these students.

### Exam Fees

Standard: **\$94**

Outside of the U.S., U.S. territories, and Canada: **\$124**

Authorized test centers outside of the U.S.: **Varies**

*(School normally retains \$9)*

## ADVANCED PLACEMENT PROGRAM DATES

### 2017

|                  |   |
|------------------|---|
| <b>September</b> | Schools receive annual participation materials.<br><br>Schools complete their participation materials and designate their AP coordinators.  |
| <b>October</b>   | <b>Oct. 15:</b> Preferred date by which administrators should renew previously authorized courses for the 2017-18 school year.  |
| <b>November</b>  | AP Course Ledger of authorized 2017-18 AP courses available on the web. 2017 State and National Summary Reports are posted on collegeboard.org.<br><br><b>Nov. 15:</b> Deadline for schools to return the AP Participation Form and survey. |
| <b>December</b>  | The <i>AP Coordinator's Manual</i> is sent to schools.  |

### 2018

|                 |   |
|-----------------|---|
| <b>January</b>  | Schools receive exam ordering information and can begin ordering exams online.<br><br><b>Jan. 31:</b> AP Course Audit deadline for new course submissions and renewal of previously authorized courses for 2017-18. |
| <b>February</b> | <b>Feb. 15:</b> Deadline for College Board Summer Institute grant applications.<br><br><b>Feb. 23:</b> SSD accommodations requests deadline.  |
| <b>March</b>    | See the <i>AP Coordinator's Manual</i> or collegeboard.org for AP Exam ordering deadlines. Schools may begin submitting AP Course Audit materials for the 2018-19 school year.                                      |
| <b>April</b>    | Schools receive exam materials.   |
| <b>May</b>      | AP Exams are administered.<br><br><b>May 7–11, 14–18:</b> Regular testing dates.<br><br><b>May 23–25:</b> Late-testing dates.   |
| <b>June</b>     | <b>June 1:</b> Deadline for AP Services to receive all exam materials.<br><br><b>June 15:</b> Postmark deadline for exam payments and invoices submitted to AP Services. Late payments incur a \$225 fee.           |
| <b>July</b>     | AP score reports are provided to students, high schools, and colleges.  |
| <b>August</b>   | School administrators may begin renewing previously authorized courses for the 2018-19 school year.   |

# Access Initiatives

## ACCESS TO OPPORTUNITY

The College Board's Access to Opportunity™ efforts are designed to identify and break down barriers that prevent students—particularly low-income, first-generation college students, rural students, and students of color—from applying to and enrolling in colleges that are their best academic, social, and financial fit. Our mission is to help all students make the most of the opportunities they've earned.

[collegeboard.org/opportunity](http://collegeboard.org/opportunity)

## REALIZE YOUR COLLEGE POTENTIAL

Realize Your College Potential is part of an ongoing research project that sends packets of customized college information and application fee waivers to high-achieving, low-income high school seniors.

[collegeboard.org/opportunity](http://collegeboard.org/opportunity)

## BIGFUTURE

BigFuture™ is the College Board's free college planning tool, designed to support students from their first thoughts about college to their first day on campus. Created with the help of students, families, school counselors, and college admission professionals, the BigFuture step-by-step approach makes the college planning process easier to navigate.

[bigfuture.org](http://bigfuture.org)

## ALL IN

All In is the College Board's effort to unify and amplify the efforts of educators working to eliminate the barriers that students face and to ensure that 100% of African American, Latino, and Native American students with AP potential enroll in at least one AP class in which they have potential.

[professionals.collegeboard.org/k-12/all-in](http://professionals.collegeboard.org/k-12/all-in)

# Services for Students with Disabilities (SSD)

The College Board is committed to providing accommodations—such as large print, braille, or extended time—to students with disabilities. All testing accommodations must be approved by the College Board SSD office prior to the test. Schools can use SSD Online to request, manage, and track accommodation requests. For information on how to access SSD Online, go to [collegeboard.org/ssdonline](http://collegeboard.org/ssdonline).

The accommodation approval process takes **approximately seven weeks** when document review is needed. To ensure enough time to process your students' requests, accommodation requests should be submitted as early as possible. A full calendar of deadlines can be found at [collegeboard.org/ssd-calendar](http://collegeboard.org/ssd-calendar). If your school is

participating in an SAT or PSAT/NMSQT school day, please refer to the information provided by your State Department of Education for specific details regarding documentation deadlines.

[collegeboard.org/ssd](http://collegeboard.org/ssd)

## CONTACT US

Phone (students/families).....212-713-8333  
TTY.....609-882-4118  
SSD Coordinators' Help Line.....844-255-7728  
Fax.....866-360-0114  
Email.....[ssd@info.collegeboard.org](mailto:ssd@info.collegeboard.org)

## OFFICES

### National Office

250 Vesey St.  
New York, NY 10281  
212-713-8000  
[collegeboard.org](http://collegeboard.org)

### International

+1 212-373-8738  
[international@collegeboard.org](mailto:international@collegeboard.org)  
[international.collegeboard.org](http://international.collegeboard.org)

### Southwestern Office

4330 Gaines Ranch Loop  
Suite 200  
Austin, TX 78735  
866-392-3017

### Western Office

2001 Gateway Place  
Suite 220W  
San Jose, CA 95110  
866-392-4078

### Middle States Office

150 Monument Road  
Suite 500  
Bala Cynwyd, PA 19004  
866-392-3019

### Midwestern Office

8700 West Bryn Mawr Ave.  
Suite 900N  
Chicago, IL 60631  
866-392-4086

### New England Office

1601 Trapelo Road  
Suite 12  
Waltham, MA 02451  
866-392-4089

### Southern Office

3700 Crestwood Pkwy NW  
Suite 700  
Duluth, GA 30096  
866-392-4088

## EVENTS

### College Board Forum

October 25–27, 2017, New York, NY  
[forum.collegeboard.org](http://forum.collegeboard.org)

### Regional Forums

January–March 2018  
[regionalforums.collegeboard.org](http://regionalforums.collegeboard.org)

### ACCUPLACER and CLEP National Conference

June 26–28, 2018, Miami, FL  
[accuclep-conference.collegeboard.org](http://accuclep-conference.collegeboard.org)

### AP Annual Conference

July 18–22, 2018, Houston, TX  
[apac.collegeboard.org](http://apac.collegeboard.org)

### A Dream Deferred™

March 18–20, 2018, Houston, TX  
[dreamdeferred.collegeboard.org](http://dreamdeferred.collegeboard.org)

### Prepárate™

April 17–18, 2018, Los Angeles, CA  
[prepareate.collegeboard.org](http://prepareate.collegeboard.org)

### NASAI: Native American Student Advocacy Institute

June 6–8, 2018, Honolulu, HI  
[nasai.collegeboard.org](http://nasai.collegeboard.org)

# ACCUPLACER

ACCUPLACER® is an integrated system of computer-adaptive assessments designed to evaluate students' skills in reading, writing, and mathematics. Administering more than 8.5 million tests per year, the ACCUPLACER system is used by more than 2,000 institutions to place students in the appropriate college courses where they can confidently meet classroom requirements. Placement and diagnostic exams are offered in Reading, Writing, Math, and ESL. A Computer Skills Placement test is also available. [accuplacer.collegeboard.org](http://accuplacer.collegeboard.org)

## CONTACT US

Technical Support.....[info@accuplacer.org](mailto:info@accuplacer.org)  
 General/Study App Inquiries.....[accuplacer@collegeboard.org](mailto:accuplacer@collegeboard.org)  
 Phone.....866-607-5223

### Fees

Standard per-test cost: **\$2.30**

Per-test cost for College Board members/Volume Discount: **\$2.15**

Per-test cost for approved systems: **\$1.95**

# CLEP

CLEP® exams provide students with the opportunity to earn college credit by passing exams in introductory college-level subjects. There are 33 CLEP exams within five subject areas—business, composition and literature, world languages, history and social sciences, and science and mathematics—and 2,900 colleges and universities grant credit for CLEP. [clep.collegeboard.org](http://clep.collegeboard.org)

## CONTACT US

Domestic.....800-257-9558  
 International.....+1 212-237-1331  
 Email.....[clep@collegeboard.org](mailto:clep@collegeboard.org)

## DATES

CLEP testing is available year-round, and scores are provided immediately.\* All CLEP exams are computer based. For information on CLEP exam descriptions, colleges that administer the exams, and colleges that grant credit for CLEP, visit [clep.collegeboard.org](http://clep.collegeboard.org).

\*Except for College Composition

### Fees

CLEP exams: **\$85\*\***

Most test centers also charge an administration fee.

\*\*Starting July 1, 2017

# SpringBoard

SpringBoard® is the College Board's comprehensive instructional program in English Language Arts and Mathematics for grades 6–12. Through alignment to rigorous standards, immersive professional development, and partnership with schools and districts, SpringBoard prepares students for success in AP, college, and careers.

[collegeboard.org/springboard](http://collegeboard.org/springboard)

## CONTACT US

Phone.....877-999-7723

# CSS Profile

CSS/Financial Aid PROFILE® is a fully online service that helps colleges and organizations award their institutional student aid funds. CSS Profile™ is required or accepted by nearly 400 colleges, universities, and scholarship programs.

Note that a College Board account is required to complete the CSS Profile. Once students create an account, they can complete and submit the application at any time. Once submitted, the CSS Profile report is sent to the designated colleges or programs.

[collegeboard.org/css-profile](http://collegeboard.org/css-profile)

## CONTACT US

Phone (Monday–Friday).....844-202-0524  
 Jan.–April—8 a.m. to 10 p.m. ET  
 May–Dec.—9 a.m. to 6 p.m. ET

## DATES

PROFILE begins accepting 2018-19 applications: **October 1**

## FEE WAIVERS

PROFILE fees for up to eight colleges are waived for first-year, first-time domestic undergraduates from low-income backgrounds. Students who used an SAT fee waiver may also qualify for up to eight PROFILE fee waivers. Students who took the SAT with a fee waiver should log into CSS Profile using the same credentials used for the SAT.

### Fees

Initial application fee (first report): **\$25**

Each additional report: **\$16**

To learn how to become a member of the College Board, visit [collegeboard.org/membership](http://collegeboard.org/membership). For general information, go to [collegeboard.org](http://collegeboard.org). To explore our college guidance publications for students and counselors, visit our store at [store.collegeboard.org](http://store.collegeboard.org).

