

**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

August 22, 2014

Dear Parent(s)/Guardian(s),

This school year, all 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 Saturday, October 18, 2014.

There are many benefits for students in both grade levels to take this test. By taking the PSAT in 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. For both sophomores and juniors, the PSAT will also give them 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 10<sup>th</sup> and 11<sup>th</sup> grade students who register for this administration of the PSAT should report to the RHS cafeteria by 7:30 a.m. on Saturday, October 18, 2014. 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. Standard testing should conclude between 11 a.m. and 11:30 a.m. (approximately a three hour test).

The registration fee for the PSAT is \$26.00, and there is a \$2.00 online convenience fee. The registration process this year has changed. 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
  - Step 2: Enter Payment Information & Your Contact Information
  - Step 3: Enter Your Billing Information & "Agree" to the Terms & Conditions
  - Step 4: Review the Information Before Completing the Payment

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 28, 2014. 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 18<sup>th</sup> & 19<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 "Standardized Testing Information".

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

Sincerely,

*Scott V. Thompson*

Scott V. Thompson  
Assistant Principal

# PSAT Registration Instructions & Important Information

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**You will receive e-mail notification once registration is complete.**

## Important Information

- The PSAT test date is Saturday, October 18<sup>th</sup>, at Ridge High School.
- The online PSAT registration is open and will be available through 11:30 p.m. on Sunday, September 28<sup>th</sup>.
- The PSAT registration fee is \$26.00 plus a \$2.00 online convenience fee.
- Registration is for 10<sup>th</sup> & 11<sup>th</sup> grade students only (no exceptions).
- The Cancellation Policy: No Refunds under any circumstances. Also, there will be no refunds if you are absent on October 18, 2014. 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 the RHS cafeteria by 7:30 a.m. on Saturday, October 18<sup>th</sup>.
- Standard testing should conclude between 11:00 a.m. & 11:30 a.m. (approx. a 3 hour test).
- 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.