

Executive Numbered Memo 003-2008-09 - Administration of PSAT/NMSQT

August 26, 2008

TO: All School District Superintendents

RE: Administration of PSAT/NMSQT® to all 10th Graders

Background

ORS 329.488 requires the Department of Education to select a contractor to provide a nationally-normed test that will give 10th graders information about college readiness and advanced course work. Districts are required to offer the test to all sophomores enrolled in public schools in Oregon.

District Waivers

An exception was made for districts that administered similar 10th grade assessments during the 2007-2008 school year, plan to administer the same test in 2008-09, and whose contractor meets the same criteria for testing as the state selected contractor. These districts may apply for a waiver from the PSAT/NMSQT®.

Important Dates

High Schools and District Testing Coordinators have received information from the College Board about the PSAT/NMSQT®. Tests must be administered either Wednesday, Oct. 15 or Saturday, Oct. 18, 2008.

The last day when schools may switch testing dates is Sept. 17. Quantities of tests ordered may be increased up to Sept. 24.

Additional deadlines are listed on the ODE [PSAT/NMSQT® website](#).

Payment

ODE will pay the College Board directly for all PSAT/NMSQT® tests completed by 10th graders. Districts do not have to pre-pay. Districts may continue to offer the test to 11th graders (or students at other grades) and make payments for those tests as they have done in the past.

Exempting Individual Students

ORS 329.488 provides that individual students may be exempted from testing if the student or his/her parent/guardian requests it. Specific information on this issue is available on ODE's [PSAT/NMSQT® website](#).

Participation Requirements

All public high schools are required to offer the PSAT/NMSQT® to 10th graders. There is no make-up opportunity for students who miss taking the test and there is no penalty for lack of participation. The PSAT/NMSQT® is not used in calculations for AYP or state report cards.

Districts are encouraged to make a good faith effort to help students and parents/guardians understand the benefits of participating in the PSAT/NMSQT®. Each student who participates will receive access to MyRoad™, a premier major, career and college online advising tool and My College QuickStart™, a web-based college and career planning kit.

Contact Information

Further information about administering the test may be obtained from the [College Board](#).