



# Quick Reference Guide 2016-17

Everything you need to know about the College Board's services from calendars and contact information to overviews and pricing.

- 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/Financial Aid PROFILE<sup>®</sup>

# SAT<sup>®</sup> and SAT Subject Tests<sup>™</sup>

## The SAT

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

## SAT Subject Tests

The SAT Subject Tests<sup>™</sup> 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. For more information, visit [satsubjecttests.org](http://satsubjecttests.org).

## Practice

College Board and Khan Academy<sup>®</sup> 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 free, personalized 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).

## 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**  
 International Counselors' Phone.....**+1 212-520-8600**  
 SAT Educator Help Line.....**888-SAT-HELP (728-4357)**  
*M–F, 8 a.m.–9 p.m. ET*

## 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, 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: **\$57**  
 SAT (no Essay): **\$45**  
 Subject Test Registration Fee: **\$26**  
 Each Subject Test: **Add \$20 each**  
 Each Language Subject Test with Listening<sup>\*\*</sup>: **Add \$26 each**

<sup>\*\*</sup>Only one Language with Listening Test can be taken each year. (Nov. only)

### Score-Reporting Fees

*(4 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): **\$35**  
 Americas: **\$35**  
 East Asia/Pacific: **\$53**  
 Europe & Eurasia: **\$38**  
 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): **\$28**  
 Waitlist request: **\$46**  
 Test center, date, or test change: **\$28**

## The SAT and SAT Subject Tests Dates

Test Date	OCT 1	NOV 5	DEC 3	JAN 21	MAR 11	MAY 6	JUN 3
<b>Early Registration</b> <i>(International only)</i>	AUG 22	SEP 21	OCT 19	DEC 7	–	MAR 22	APR 25
<b>Regular Registration</b>	SEP 1	OCT 7	NOV 3	DEC 21	FEB 10	APR 7	MAY 9
<b>Late Registration</b> <i>(for online or phone registrations; domestic only)</i>	SEP 20	OCT 25	NOV 22	JAN 10	FEB 28	APR 25	MAY 24
<b>SSD Accommodations Request Deadlines</b>	AUG 12	SEP 16	OCT 15	DEC 2	JAN 20	MAR 17	APR 14
<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, including late deadlines for paper registrations, on the SAT and SAT Subject Tests, visit [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 **Oct. 9**, and the March test, which has been moved to **March 19**.

# 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 delivering the PSAT/NMSQT to 10th-graders in the fall, some schools may deliver the PSAT 10 in the spring.

Both tests will support all students with a clear focus 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 [collegereadiness.collegeboard.org/psat-nmsqt-psat-10/practice](http://collegereadiness.collegeboard.org/psat-nmsqt-psat-10/practice) for a full practice test and sample questions. There's also a full practice test in the *PSAT/NMSQT 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](mailto:psat@info.collegeboard.org)

National Merit® Scholarship Corporation.....847-866-5100

National Hispanic Recognition Program.....[nhrp@collegeboard.org](mailto:nhrp@collegeboard.org)

## Fees

PSAT/NMSQT or PSAT 10: **\$15**

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

Shipping surcharge for schools outside the U.S., Canada, and U.S. territories: **\$4 per test ordered**

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

2016	
<b>June</b>	<b>June 30:</b> Order test materials by this date to receive PSAT/NMSQT Student Guides in September and request PSAT/NMSQT fee waivers by this date for eligible juniors.
<b>August</b>	<b>Aug. 5:</b> Last date for schools outside the U.S. to reduce PSAT/NMSQT test book orders. <b>Aug. 30:</b> SSD accommodations requests deadline for PSAT/NMSQT <b>Late Aug.:</b> PSAT/NMSQT®, PSAT™ 10, and PSAT™ 8/9 Educator Guide received in schools.
<b>September</b>	<b>Sept. 2:</b> Last date for U.S. schools and districts to reduce PSAT/NMSQT test book orders. <b>Sept. 16:</b> Last date for schools outside the U.S. to increase PSAT/NMSQT test book orders. <b>Sept. 23:</b> Last date for U.S. schools and districts to increase PSAT/NMSQT test book orders. <b>Sept. 26, 2016–Jan. 27, 2017:</b> Fall PSAT 8/9 testing window
<b>October</b>	<b>Oct. 15:</b> Saturday PSAT/NMSQT test date <b>Oct. 19:</b> Primary PSAT/NMSQT test date
<b>November</b>	<b>Nov. 2:</b> Alternate PSAT/NMSQT test date
<b>December</b>	<b>Dec. 16:</b> SSD accommodations requests deadline for PSAT 10 students testing before April 1, 2017. <b>Late Dec.:</b> K–12 online reporting for PSAT/NMSQT, including score reports, benchmarks, and question analysis reports, made available. AP Potential™ data for PSAT/NMSQT made available.

2017	
<b>January</b>	<b>Mid-Jan.:</b> School principals begin receiving printed PSAT/NMSQT score reports.
<b>February</b>	<b>Feb. 13:</b> SSD accommodations requests deadline for PSAT 10 students testing after April 1, 2017. <b>Feb. 21–Apr. 14:</b> Spring 2017 PSAT 8/9 and PSAT 10 testing window

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

# The Advanced Placement Program®

The Advanced Placement Program (AP) gives high school students the opportunity to study and learn at the college level, with 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 and placement for AP scores or acknowledge AP scores in the admission process.

## Contact Us

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

## Fee Reductions

The College Board provides a \$31 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: **\$93**

Outside of the U.S., U.S. territories, and Canada: **\$123**

Authorized test centers outside of the U.S.: **Varies**  
*(School normally retains \$9)*

## The Advanced Placement Program Dates

2016	
<b>September</b>	Schools receive annual participation materials.  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 2016-17 school year.
<b>November</b>	AP Course Ledger of authorized 2016-17 AP courses available on the web. 2016 State and National Summary Reports are posted on collegeboard.org.  <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.

2017	
<b>January</b>	Schools receive exam ordering information and can begin ordering exams online.  <b>Jan. 31:</b> AP Course Audit deadline for new course submissions and renewal of previously authorized courses for 2016-17.
<b>February</b>	<b>Feb. 1:</b> Deadline for College Board Summer Institute grant applications.  <b>Feb 17:</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 2017-18 school year.
<b>April</b>	Schools receive exam materials.
<b>May</b>	AP Exams are administered.  <b>May 1–5, 8–12:</b> Regular testing period.  <b>May 17–19:</b> Late-testing period.
<b>June</b>	<b>June 1:</b> Deadline for AP Services to receive all exam materials.  <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 2017-18 school year.

## 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)

### Middle States Office

Three Bala Plaza East  
Suite 501  
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

### 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

## Events

### College Board Forum

Oct. 26–28, 2016, Chicago, IL  
[forum.collegeboard.org](http://forum.collegeboard.org)

### Regional Forums

February/March 2017  
[regionalforums.collegeboard.org](http://regionalforums.collegeboard.org)

### ACCUPLACER® and CLEP® National Conference

June 20–22, 2017, New Orleans, LA  
[collegeboard.org/accu-clep-conf](http://collegeboard.org/accu-clep-conf)

### AP® Annual Conference

July 26–30, 2017, Washington, DC  
[apac.collegeboard.org](http://apac.collegeboard.org)

### Diversity Conferences 2017

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

# Access Initiatives

## Access to Opportunity™

Access to Opportunity™ is a set of targeted initiatives designed to identify and break down barriers that prevent students — particularly lower-income, first-generation, rural, African American, Latino, and Native American students — from taking challenging course work and applying to, enrolling in, and succeeding in colleges that are the best academic, social, and financial fit.

[professionals.collegeboard.com/access-to-opportunity](http://professionals.collegeboard.com/access-to-opportunity)

## 4 or More™

4 or More™ provides resources to mobilize school counselors and help them deliver opportunity to all college-ready students — especially lower-income and minority students — by ensuring that they apply to four or more colleges that meet their academic ability and fit them best.

[professionals.collegeboard.com/four-or-more](http://professionals.collegeboard.com/four-or-more)

## 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, BigFuture's step-by-step approach makes the college planning process easier to navigate.

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

## YouCanGo!™

YouCanGo!™ is a site that offers encouragement and resources to students who may need extra inspiration and practical support to begin their college-going journey. YouCanGo! is a first step in the process, inspiring students to take the next steps in college planning with BigFuture.

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

# 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**. 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.

## Contact Us

Phone.....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)

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

## ACCUPLACER®

ACCUPLACER is a suite of computer-adaptive diagnostic and placement tests that quickly and efficiently assesses students' reading, writing, and math skills. Teachers and counselors can use the results of these assessments to determine students' strengths and weaknesses and provide early academic intervention. Colleges can use ACCUPLACER to place students into appropriate courses in which they can confidently meet classroom requirements. Placement and diagnostic exams are offered in Reading, Writing, Math, and ESL. A Computer Skill Placement test is also available.

### Contact Us

Phone.....866-607-5223

Email.....[accuplacer@collegeboard.org](mailto:accuplacer@collegeboard.org)

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

### Fees

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

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

Per-test cost for state initiatives: **\$1.95**

## CLEP®

CLEP® provides students with the opportunity to demonstrate college-level achievement and earn college credit by passing exams in introductory college-level subjects. There are 33 CLEP examinations 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 exams.

### Contact Us

Domestic.....800-257-9558

International.....+1 212-237-1331

Email.....[clep@collegeboard.org](mailto:clep@collegeboard.org)

[clep.collegeboard.org](http://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: **\$80**

Most test centers also charge an administration fee.

## 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.

### Contact Us

Phone.....877-999-7723

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

## CSS/Financial Aid PROFILE®

CSS/Financial Aid PROFILE® is a fully online service that helps colleges and organizations award their institutional student aid funds. PROFILE is required or accepted by nearly 300 colleges, universities, and scholarship programs.

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

### Contact Us

Phone (Monday–Friday).....800-626-9795

Jan.–April - 8 a.m. to 10 p.m. ET

May–Dec. - 9 a.m. to 6 p.m. ET

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

### Dates

PROFILE begins accepting 2017-18 applications: **Oct. 1**

### Fee Waivers

PROFILE fees for up to eight colleges are waived for first-year, first-time domestic students 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 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).

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Khan Academy is a registered trademark in the United States and other jurisdictions.  
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