



HOW TO REGISTER FOR THE 2019 HIGH SCHOOL PLACEMENT TEST

FOR STUDENTS WHO ATTEND A CATHOLIC ELEMENTARY SCHOOL IN THE ARCHDIOCESE OF WASHINGTON THAT ADMINISTERS THE HSPT

TEST DATE

The HSPT will be administered in the Archdiocese of Washington Catholic Schools on **Wednesday, November 20, 2019**. Your child's principal will provide additional dates and guidance on the high school admissions timeline and process. All families must register and submit payment online for the HSPT. Online registration for the HSPT will open on **Wednesday, September 4, 2019** and close on **Sunday, November 3, 2019**. Students must be registered in order to take the test. The registration fee is based on the number of high schools that are selected (see enclosed description). Follow the steps below to complete the test registration and payment online.

ONLINE REGISTRATION

The HSPT registration fee is based on the number of Catholic high schools selected:

- **\$45:** test scores are sent to up to three schools* in the Archdiocese of Washington; **OR**
- **\$60:** test scores are sent to up to three schools in the Archdiocese of Washington **PLUS** one school in the Archdiocese of Baltimore or the Diocese of Arlington.
 - **\$15:** Students may apply to more than three high schools in the Archdiocese of Washington. The cost to send the student's score report is \$15 for each additional school selected.

HIGH SCHOOL CHOICE(S)

Students with their parents/guardians must return to the HSPT online registration form beginning on **Monday, November 18, 2019** to submit their high school choices. High school selections must be entered online by **Sunday, December 15, 2019**.*

REGISTERING FOR THE 2019 HIGH SCHOOL PLACEMENT TEST

1. Access the HSPT registration link **provided by your child's school** from your computer, tablet, or smartphone.
2. Enter parent/guardian's email address and the student's first and last name.
3. Select the registration type that applies. Click "next" to proceed and complete the registration form.
4. Enter your payment information and click on "Finish" to complete your online registration. Forms of payment accepted include: MasterCard, VISA, American Express, and Discover.
5. A confirmation letter will be sent to the parent/guardian's email address once the payment has been processed. Students must provide a copy of their registration confirmation to their 8th grade teacher by **Monday, November 18, 2019**.

REGISTERING HIGH SCHOOL CHOICE(S)

6. Return to the online registration form starting on **November 18, 2019**. Click on "Register High School Choice(s)"; enter the confirmation number from your confirmation letter and the parent/guardian email address.
7. On the *Item Selection* page, check the box next to up to three (3) ADW Catholic high schools of your choice.* Test scores will be sent to the school(s) selected directly from Scholastic Testing Services, Inc.; the cost is included in your registration fee. You may also select a school from the Fourth Choice drop down menu for an additional fee of \$15.

*** If you modify your High School Choice(s) after November 26, 2019, you must submit a revised Authorization to Release Records Form along with a copy of the modified confirmation letter to your child's 8th grade teacher right away. Changes to the registration form, including High School Choice(s), will not be accepted after December 8, 2019.**