

2008/2009

The **ACT**[®]

Using

Your ACT Results



ACT[®]

Your ACT® Report

Your ACT report contains your results and basic explanations of what they mean. This booklet provides more information keyed to the three parts of your report.

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Your ACT Web Account

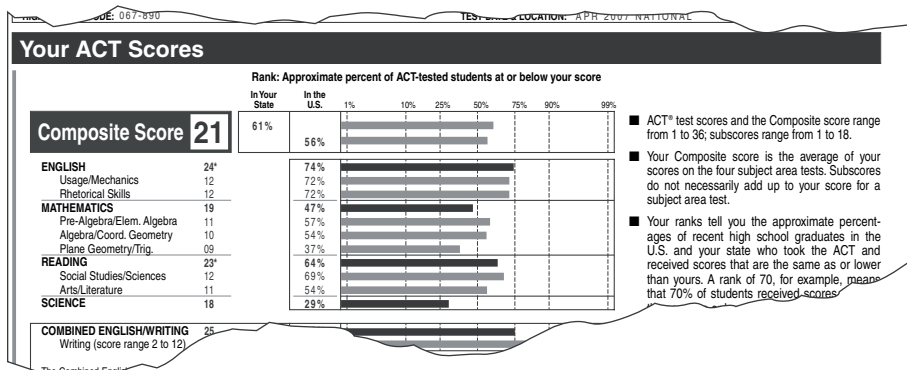
ACT encourages all students to create a free ACT Web account. This account allows you to register for the ACT, view your scores from national or international test dates, request additional score reports, and access a variety of ACT services.

www.actstudent.org

ACT endorses the *Code of Fair Testing Practices in Education* and the *Code of Professional Responsibilities in Educational Measurement*, guides to the conduct of those involved in educational testing. ACT is committed to ensuring that each of its testing programs upholds the guidelines in each *Code*. A copy of each *Code* may be obtained free of charge from ACT Customer Services (68), P.O. Box 1008, Iowa City, IA 52243-1008, 319/337-1429.

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Part 1—Your ACT Scores



Your ACT Scores are a measure of your current level of educational development in English, mathematics, reading, and science—and writing, if you took the ACT Plus Writing. Knowledge and skills in these areas are generally essential for admission to college and are considered important for success in college studies. Your scores are just part of the information that most colleges and scholarships consider. Most will also look at your—

- grades
- course rigor
- class rank
- activities
- interests
- personal accomplishments
- recommendations
- community service
- career plans

A Note About Test Scores

Because no test can measure educational development with absolute precision, it's best to think of each of your ACT scores as a range rather than as a precise point.

For example, a score of 19 on the Reading Test means that your level of educational development in reading is probably somewhere from 17 to 21 (19 plus or minus 2). A Composite score of 26 means that your overall level of educational development is probably somewhere from 25 to 27 (26 plus or minus 1).

How We Compute Your Scores on the Four Multiple-Choice Tests

- First, we count your correct answers on each test (we don't penalize you for wrong answers or guessing). This gives us your number correct for each test.
- Then, for each test, we convert your number of correct answers into a "scale score" that ranges from 1 to 36.
- Next, we compute your Composite score, which is the average of your four test scores, rounded to the nearest whole number. It also ranges from 1 to 36. (If you left any test completely blank, that score is reported as a dash and no Composite score is computed.)

We compute your subscores in the same way, but we use a 1 to 18 scale. Subscores give you more detailed information about your specific strengths and weaknesses in areas the tests cover. There is no arithmetic relationship between subscores and a test score. The test score is not the sum of the subscores.

How We Compute Your Scores on the Writing Test

If you took both the English Test and the optional Writing Test, your Student Report shows two additional scores: a Combined English/Writing score and a Writing subscore. You must take both the English and Writing Tests to receive Writing scores. Writing scores have no impact on your ACT Composite score.

Combined English/Writing Score

The Combined English/Writing score ranges from 1 to 36. It takes into account your English Test score and your Writing subscore from the same test date. The table used to calculate the Combined English/Writing score appears in *Preparing for the ACT*—available at no charge from your high school. The table can also be viewed at www.actstudent.org/writing/scores/combined.html.

Writing Subscore

The Writing subscore ranges from 2 to 12. Readers are trained to score essays holistically—on the basis of the overall impression created by all the elements of the writing. Two trained readers scored your essay, each giving it a rating from 1 (low) to 6 (high). The sum of those ratings is your Writing subscore. If the two readers' scores disagreed by more than 1 point, a third reader resolved the discrepancy by rescored the essay.

If You Did Not Take the Writing Test

Not all colleges require or recommend taking the ACT Writing Test. Check directly with the colleges you are considering to find out their requirements. You can also check www.actstudent.org/writing for a list of colleges that have provided information to us about their policies—whether they require, recommend, or do not need results from the ACT Writing Test.

The following criteria describe what the Writing Test is designed to measure.

1. Show the ability to make and articulate judgments by:
 - Taking a position on an issue.
 - Demonstrating the ability to grasp the complexity of issues by considering implications or complications.
2. Sustain a position by focusing on the topic throughout the writing.
3. Develop a position by:
 - Presenting support or evidence using specific details.
 - Using logical reasoning that shows the writer's ability to distinguish between assertions and evidence and to make inferences based on support or evidence.
4. Organize and present ideas in a logical way by:
 - Logically grouping and sequencing ideas.
 - Using transitional devices to identify logical connections and tie ideas together.
5. Communicate clearly by:
 - Using language effectively.
 - Observing the conventions of standard written English.

Comments on Your Essay

Your Student Report also provides some Comments about your essay. One of the readers who scored your essay selected these Comments to give you feedback on the strengths and weaknesses of your essay.

Essays Available to High Schools and Colleges

If you took both the English Test and the Writing Test, the colleges and high school to which you had ACT report your scores may access an image of your essay on the Web.

Understanding and Using Your ACT Scores

You'll get the most out of your ACT scores if you—

- Compare them to the scores of other students
- Match them to the requirements of your preferred colleges
- Link them to specific strengths and weaknesses in your own skills
- Compare them with your grades

See How Your Scores Compare

Your ranks on the multiple-choice tests tell you the percentage of recent high school graduates who took the ACT and received scores that are the same as or lower than yours. Your ranks for the Combined English/Writing score and Writing subscore are based on the subgroup of students who took the Writing Test during recent administrations and who scored at or below your scores.

How High Schools Use Your Results

Counselors, teachers, and administrators use your results for:

- academic advising and counseling
- identifying students who would benefit from help with certain subject areas or academic skills
- evaluating the effectiveness of instruction
- planning changes and improvements in the curriculum

How Colleges Use Your Results Admissions

ACT test scores, along with information about high school grades, course rigor, class rank, current school and community activities, planned college activities, work experience, and personal background, help colleges identify applicants who can benefit most from their programs.

Course Placement

Colleges usually try to take into account individual strengths and weaknesses as they place students in first-year courses. For example, a college may offer developmental, regular, and advanced sections of a required subject and, in deciding which would be most appropriate for you, consider your ACT scores as well as your academic background and high school grades.

Advising

To help you develop an appropriate program of study, your advisor may consider your ACT scores, plus your high school curriculum and grades, planned college activities, areas in which you want assistance, and career plans.

Scholarships

Many scholarship and loan agencies use ACT scores to help identify qualified candidates.

Your College Readiness

ACT has identified the minimum score needed on each ACT test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding first-year college course. Each of your scores that is at or above the benchmark is marked with an asterisk (*) on your score report.

ACT Test	ACT Benchmark Score	College Course
English	18	English Composition
Math	22	Algebra
Reading	21	Social Sciences/Humanities
Science	24	Biology

To increase your college readiness, consider taking additional rigorous coursework before you enter college. When you meet with your academic advisor to plan your first-year college courses, select courses that are appropriate for your academic background and reflect your planned curriculum.

Should You Test Again?

Many students take the ACT more than once. Consider retesting if:

- You had any problems during the tests, such as misunderstanding the directions or illness.
- You are not satisfied that your scores accurately represent your abilities in the areas tested.
- You see a discrepancy between your ACT scores and your high school grades.
- You subsequently complete coursework or an intensive review in the areas covered by the ACT.
- You want to apply to a college that requires or recommends the Writing Test and you have not taken it.

There are no limitations on how many times you can take the ACT, but there are restrictions on how often you can test. For example, you can test only once per national, international, or state ACT test date; or if you test through a program such as Special Testing, you must wait a minimum of 60 days between retests.

Has It Been a Year or More Since You Graduated?

Your skills, attitudes, and life situation may differ from those of the traditional college-bound student. For instance, you may use a skill such as mathematics constantly in your work, or you may use this skill only rarely. You may be more highly motivated than the average college student, but your job and family responsibilities may make more demands on your study time. Your ACT results should be considered in the context of these factors when you discuss your college plans and course load with your academic advisor.

If you decide to add or retake the Writing Test, you **must first retake the multiple-choice tests in the same session**. The Writing Test **cannot** be taken by itself.

How will you do on a retest?

Our research shows that of students who took the ACT more than once:

- 55% increased their Composite score on the retest
- 22% had no change in their Composite score on the retest
- 23% decreased their Composite score on the retest

If you test more than once, you control which set of scores is sent to colleges or scholarship programs each time you test.

Test dates and registration deadlines are at www.actstudent.org.

Improve Your Test Scores with Strategy, Practice, and Insight

ACT Online Prep™

ACT Online Prep™ is the only test preparation program designed exclusively by ACT test development professionals. ACT Online Prep has practice test questions, practice essays with real-time scoring, a diagnostic test, and a personalized Study Path. You can access ACT Online Prep via the Internet anywhere and anytime for \$19.95. Order at www.actonlineprep.com.

The Real ACT Prep Guide is the official print guide to the ACT. This book includes three practice tests previously used in test administrations—each with an optional Writing Test. The book also includes explanations for all right and wrong answer choices for \$25.00. Order at www.actstudent.org/testprep.

Part 2—Your College Reports

Your College Reports

At your direction, your scores from this test date are being reported to the colleges shown below. College planning information is provided for the first four choices you listed when you registered or tested. (Fifth and sixth choices, if any, appear just above your first choice.) Your GPA was calculated from the grades you reported. To view additional college planning information or to send additional reports, visit www.actstudent.org.

College Name and Code	What is the profile of enrolled 1st-year students at this college?			Is the program of study you prefer offered?	What are the approximate annual tuition and fees?		What percent of 1st-year students receive financial aid based on:	
	High School Class Rank	ACT Composite Score	High School Grade Point Average		In-state	Out-of-state	Need?	Merit?
UNIVERSITY OF OMEGA OMEGA CO 800/498-6068 www.omega.edu 9521	Majority in top 50%	Middle 50% between 18–24	2.76	Yes: 4-Yr. Degree	\$5,600	\$12,000	67%	20%
ALPHA UNIVERSITY UNIVERSITY CENTER IA 319/337-1000 www.alpha.edu 9059	Majority in top 25%	Middle 50% between 21–26	3.12	Yes: 4-Yr. Degree	\$9,000	\$15,000	85%	27%
BETA COMMUNITY COLLEGE CLARKSTON CO 800/498-6481 www.betacc.edu 8866	Majority in top 75%	Middle 50% between 16–21	2.49	Yes: Program Avail	\$4,000	\$4,000	58%	18%
MAGNA COLLEGE PLAINVIEW OH 800/525-6926 www.magna.edu 8905	Majority in top 50%	Middle 50% between 21–26	2.71	Yes: 4-Yr. Degree	\$8,500	\$16,000	90%	35%

Your Information

Your Class Rank	Your Composite Score	Your Calculated GPA	Your Selected Major
TOP 25%	21	3.29	BUSINESS & MGMT, GEN

Check with colleges for recent changes in information.

A dash (—) indicates information was not provided or could not be calculated.

*Comprehensive fee including room and board.

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The **Your College Reports** section provides some essential details about the colleges you chose to receive your scores. Use this information to understand and compare the following factors for each of your first four college choices:

- High school class rank of first-year students
- ACT Composite scores of first-year students
- High school GPA of first-year students
- Availability of your preferred program of study
- In-state and out-of-state tuition and fees
- Percentage of first-year students receiving need-based or merit-based financial aid

We have calculated a GPA on an unweighted 4.0 scale from the grades you reported when you registered. Your grades and high school course selection are another way to identify your academic strengths and weaknesses. Rigorous high school courses are vital preparation for success in college. Test scores and high school grades together are usually better indicators of future academic success than either are alone.

Which Colleges Meet Your Needs?

If you haven't started planning for college, now is the time. A good first step is to ask yourself some critical questions.

- What are you interested in?
- What do you do best?
- Why are you going to college?
- What do you want to achieve?
- What do you want to do after college?

Knowing what your goals are after high school can make it much easier when you begin to compare colleges in terms of how well they match you and your plans. Colleges differ greatly in their academic requirements, programs of study, cost, size, control (public or private), availability of financial aid, and other features.

Remember that your educational development (as reflected by high school grades and ACT scores) is only one of many factors that can affect college success. Other factors may include:

- How well you and your college “fit”
- The clarity of your plans and goals for the future
- Your choice of courses—number, kind, difficulty
- Your study skills and habits
- Your motivation to work hard for success
- Your attitude toward college, your studies, “life in general”
- Your physical and mental health
- The amount of time that you devote to extracurricular activities, social life, or a part-time job

Get the Facts

For firsthand information about how your educational background and plans compare with those of students at various colleges, talk with admissions staff. Read college catalogs and viewbooks and visit college websites. Find out if the colleges you’re interested in are planning to visit your high school. Many colleges can arrange for you to attend classes, meet with faculty and current students, and even stay in a residence hall.

Paying for College

For most students, college costs are an important factor in the planning process. Keep in mind that college is an investment in your future.

Consider your resources

If you are applying for need-based federal, state, or private aid, certain assumptions will apply regarding your (and your parents’) ability to contribute toward your college education. ACT’s Financial Aid Need Estimator, available at www.actstudent.org, may be helpful in projecting your expected family contribution.

Investigate sources of financial aid

Before letting the cost of college deter you from applying to the college of your choice, explore other sources of funding. To help you compare colleges according to the availability of financial aid, your Student Report shows the percentage of first-year students at each of your college choices who received aid based on financial need.

There are many financial aid programs with different eligibility criteria. Most programs are based on financial “need,” which is determined according to standard formulas applied to a family’s financial circumstances. Some programs, however, are based on merit and/or performance regardless of financial need.

There are four basic types of financial aid:

- **Scholarships**—Awards based on merit or merit plus need. They do not need to be repaid.
- **Grants**—Awards that do not need to be repaid. They are usually based on financial need.
- **Loans**—Funds loaned through a lending institution or college.
- **Work-study programs**—Jobs that allow students to earn money while enrolled.

Check with your school counselor, the financial aid administrator at the college(s) you are considering, and the grant agency in your state. For additional information about federal aid programs, call toll-free 800/433-3243 or visit the Federal Student Aid Programs website at studentaid.ed.gov.

Part 3—Planning Your Education and Career

Planning Your Education and Career		
Many people consider several possibilities before making definite career plans. Before you took the ACT®, you had the opportunity to respond to questions about your educational and career plans. Use this information to consider possibilities that you may like to explore.		
Your Interest Inventory Results	The College Major You Indicated	The Occupational Field You Indicated
YOUR RESULTS INDICATE A PREFERENCE FOR WORKING WITH PEOPLE AND DATA.	BUSINESS AND MANAGEMENT, GENERAL	BANKING AND FINANCE
SEE MAP REGIONS 2, 3, 4 THE SHADED REGIONS SHOW CAREER AREAS HAVING WORK TASKS YOU PREFER.	SEE MAP REGION 2 THIS MAJOR PRIMARILY INVOLVES WORKING WITH PEOPLE AND DATA.	SEE MAP REGION 2 THE OCCUPATIONAL FIELD YOU CHOSE IS IN CAREER AREA C: MANAGEMENT
RELATED CAREER AREAS: COMMUNICATIONS & RECORDS EMPLOYMENT-RELATED SERVICES FINANCIAL TRANSACTIONS MANAGEMENT MARKETING & SALES	RELATED MAJORS: AGRICULTURAL BUSINESS BUSINESS ADMINISTRATION AND MGMT BUSINESS AND OFFICE, GENERAL BUSINESS ASSOCIATION	RELATED OCCUPATIONS: ASSOCIATION EXECUTIVE

Your future begins now. Turn your report over. **Planning Your Education and Career** helps you explore personally relevant college majors and occupations. When you are ready, you can begin to make choices and develop plans.

The keys to understanding this section are Career Areas (groups of similar occupations). Each Career Area contains many occupations. Your report shows the 26 Career Areas (A-Z) on the ACT World-of-Work Map. Check your report to see what the Map looks like.

Based on what you told us, your report suggests Career Areas—as well as specific college majors and occupations—to explore. Find out more about them at www.actstudent.org.

Take a look at your report:

- **Your Interest Inventory Results:** We have listed all of the Career Areas that include the kinds of work tasks you prefer. Explore occupations and related majors in these Career Areas at www.actstudent.org.
- **The College Major You Indicated:** We have listed related majors for you to explore.
- **The Occupational Field You Indicated:** The occupational field you selected is in a Career Area. We have listed several occupations in that Career Area for you to explore.

Online Career Planning

Find information on hundreds of majors and occupations at
www.actstudent.org

Action Steps

Your score report may suggest a wide range of possibilities. How can you focus in on the best ones? One way to sort through college major and occupational possibilities is to use the World-of-Work Map shown on the back of your report. Follow these steps:

STEP 1: World-of-Work Map regions based on your ACT Interest Inventory results are shaded on your report. What combination of basic work tasks—data, ideas, people, things—best describes these regions?

(If Region 99 is shaded on your report, this means your interests do not show a clear direction right now. Find out more about occupations and college majors at www.actstudent.org/wwm.)

STEP 2: Look over the Career Areas in your shaded Map regions and write down the names of two or three you would like to find out more about.

Career Areas to explore first

STEP 3: Find one of these Career Areas on the Career Area List on page 11. Career Areas in the list are arranged by the letter (e.g., A, B, C) used on the Map. Find a few occupations in this Career Area that you would like to know more about. List them in the blanks below. Repeat this step for one or two more Career Areas.

Occupations worth exploring

STEP 4: Find out more about the occupations you listed.

- Select an occupation to explore at www.actstudent.org/wwm. Related majors are listed in the description of the occupation.
- Talk to college students in the majors you are considering. They can tell you what they found helpful.
- When setting up a visit to a college, try to arrange a meeting with a professor or student in a major or department you are considering.
- Get firsthand information about occupations you are considering. A parent or counselor may help you find workers to talk with and workplaces to visit.

Career Area List

Example occupations associated with each ACT Career Area are listed below.

ADMINISTRATION & SALES

A. Employment-Related Services

Employee Benefits Manager; Employment Interviewer; Human Resources Manager; Labor Relations Specialist; Training/Education Manager

B. Marketing & Sales

Advertising Manager; Buyer; Insurance Agent; Real Estate Agent; Sales/Marketing Manager; Travel Agent

C. Management

Financial Manager; Foreign Service Officer; General Manager/Executive; Hotel/Motel Manager; Property/Real Estate Manager

D. Regulation & Protection

Customs Inspector; Detective (Police); FBI/CIA Agent; Food & Drug Inspector; Park Ranger; Police Officer

BUSINESS OPERATIONS

E. Communications & Records

Abstractor; Court Reporter; Hotel Clerk; Medical Record Technician; Title Examiner/Searcher

F. Financial Transactions

Accountant/Auditor; Bank Teller; Budget/Credit Analyst; Insurance Underwriter; Real Estate Appraiser; Tax Accountant

G. Distribution & Dispatching

Air Traffic Controller; Flight Dispatcher; Mail Carrier; Shipping/Receiving Clerk; Warehouse Supervisor

TECHNICAL

H. Transport Operation & Related

Aircraft Pilot; Astronaut; Bus Driver; Locomotive Engineer; Ship Captain; Truck Driver

I. Agriculture, Forestry & Related

Aquaculturist; Farm Manager; Forester; Nursery/Greenhouse Manager; Tree Surgeon (Arborist)

J. Computer & Information Specialties

Actuary; Archivist/Curator; Computer Programmer; Computer Systems Analyst; Web Site Developer

K. Construction & Maintenance

Carpenter; Electrician; Firefighter; Plumber; Security System Installer

L. Crafts & Related

Cabinetmaker; Chef/Cook; Jeweler; Tailor/Dressmaker; Winemaker

M. Manufacturing & Processing

Printing Press Operator; Sheet Metal Worker; Tool & Die Maker; Water Plant Operator; Welder

N. Mechanical & Electrical Specialties

Locksmith; Millwright; Technicians in various fields (for example, Automotive, Avionics, Broadcast, Sound)

SCIENCE & TECHNOLOGY

O. Engineering & Technologies

Architect; Engineers (for example, Civil, Mechanical) & Technicians (for example, Energy, Quality Control) in various fields; Surveyor; Technical Illustrator

P. Natural Science & Technologies

Biologist; Food Technologist; Geologist; Meteorologist; Physicist

Q. Medical Technologies (Also see W.)

Dietician/Nutritionist; Optician; Pharmacist; Radiologic Technician; Technologists in various fields (for example, Medical, Surgical)

R. Medical Diagnosis & Treatment (Also see W.)

Anesthesiologist; Dentist; Nurse Practitioner; Physical Therapist; Physician; Veterinarian

S. Social Science

Anthropologist; Criminologist; Political Scientist; Experimental Psychologist; Sociologist

ARTS

T. Applied Arts (Visual)

Animator; Fashion Designer; Graphic Artist (Software); Photographer; Set Designer

U. Creative & Performing Arts

Actor; Composer (Music); Dancer/Choreographer; Fashion Model; Musician; Writer/Author

V. Applied Arts (Written & Spoken)

Advertising Copywriter; Columnist; Editor; Interpreter; Librarian; Reporter/Journalist

SOCIAL SERVICE

W. Health Care (Also see Q. and R.)

Athletic Trainer; Dental Hygienist; Health Services Administrator; Psychiatric Technician; Recreational Therapist

X. Education

Athletic Coach; College/University Faculty; Educational Administrator; Teachers in various specialties (for example, Art, Foreign Language, Music)

Y. Community Services

Counselors in various specialties (for example, Mental Health, Rehabilitation); Director (Social Service); Lawyer; Social Worker

Z. Personal Services

Barber; Flight Attendant; Gaming Occupations Worker; Hairstylist/Cosmetologist; Travel Guide

ACT Services

Reporting Your Scores

To keep your scores confidential, they will not be given to anyone by telephone, e-mail, or fax.

Reports for Your High School and Colleges

If you provided a valid high school code when you registered and authorized release of your scores, we sent your high school a High School Report. We also sent a College Report to each valid college or scholarship agency code you listed and paid for when you registered (up to six). If your report includes Writing results, the high school and colleges to which you asked us to send reports may access an image of your essay on the Web.

One Test Date per Report

If you have taken the ACT more than once, we maintain a separate record for each test date. If you ask us to send a report to a college, we will release only the record for each test date you designate. This protects you and ensures that you maintain control of your records.

You may not select test scores from different test dates to construct a new record; you must designate an entire test date record as it stands. If you wish to report your Writing results, you must report the entire record for the test date when you took the Writing Test.

You may direct us to drop any of your ACT test date records from our files. Entire test date records must be deleted.

Ordering Additional Score Reports (ASRs)

Your scores are available for additional reporting to any recipient (e.g., high school, college, member of Congress) only **after** they have been processed and added to the computer files and include all scores for your test option (normally within 3–8 weeks after the test date).

While you can order expedited reporting once your tests are scored, there are NO options to speed the scoring of your tests.

ASR Services Available

We will report scores **ONLY** for the test date you specify by month and year (one test date per report). If you test more than once in the same month, you must also specify the test location (e.g., National, International, State).

- **Regular Reports (\$9.00 per report)**—Normally processed within one week after receipt of request. Regular reports are included in the next reporting cycle requested by the college—at least every two weeks.
- **Priority Reports (\$13.00 per report)**—Normally processed within two working days after receipt of request and usually delivered 3–4 business days later. Priority reports can be sent only within the U.S. and are partial reports followed by complete reports in the next cycle requested by the college—at least every two weeks. Colleges that receive scores only electronically might not review priority reports.

Archived Scores from test dates before September 2006 require an additional nonrefundable \$17 fee for **each** report, even if no scores are located.

ASR Request Options

Once you submit your request, by any method, it cannot be changed or cancelled.

- **Online**—Log in to your ACT Web account (credit card required).
- **By Mail**—Download the order form at www.actstudent.org/pdf/asrform and mail it and your payment to the address shown on the form.
- **By Phone**—Request up to 8 priority (no regular) reports from ACT Records, 319/337-1313 (Monday–Friday, 8:30 a.m.–5:00 p.m., central time). An additional \$12.00 service fee is charged for each call. You must pay by VISA or MasterCard.

Note: If you provided your Social Security number (SSN), we will report it on your ASR. If you did not provide your SSN, we will report the ACT ID from that ACT record instead. If you want your SSN included on future reports, you must specifically request that we add it to your record by calling or writing ACT Records, P.O. Box 451, Iowa City, IA 52243-0451.

Requesting a Copy of Your Test Questions and Answers

If you order and pay \$17.00 for **Test Information Release (TIR)** and test on a national test date that offers this service, you will receive a list of your answers, a copy of the multiple-choice test questions used to determine your scores, the answer key, and scoring instructions. (If you took the Writing Test, you will also receive a copy of the writing prompt, the scoring rubric, and the scores assigned to your essay by two readers.) You will also receive information about ordering a photocopy of your answer document (including your essay if you took the Writing Test).

If you ordered and paid for this service when you registered, the materials will be mailed approximately 4 weeks **after** your score report is mailed. This means you may not have them in time to study for the next test date.

If you took the ACT at a test center in the U.S. or Canada on one of the dates listed below, you can order TIR during the three-month period **after** your test date. Go to www.actstudent.org/scores/release to download the order form.

Test Date	Postmark Deadline
■ December 13, 2008	March 13, 2009
■ April 2–6, 2009	July 10, 2009
■ June 13, 2009	Sept. 14, 2009

This service is not offered on any other test dates or through other testing programs (e.g., International, State, Special).

If for any reason we have to replace the test form scheduled for use at your test center, this offer becomes void, and we will refund your fee for this service.

Hand-Scoring Services

We will hand-score your multiple-choice answer document for a fee of \$30.00. (You may request to be present for a hand-scoring of your multiple-choice answer document at one of our regional offices, but you must pay an additional fee.) You may request that your Writing Test essay be rescored for an additional fee of \$30.00. Requests for hand-scoring must be submitted within 3 months of receiving your score report.

To request either or both of these services, provide in writing your name as given at the time of testing, Social Security number or ACT ID from your score report, date of birth, test date (month and year), and test center, and enclose a check payable to ACT Records for \$30.00 (or \$60.00 if you want both the multiple-choice tests and the Writing Test hand-scored). **We will mail a letter to you with the results of the hand-scoring about 3–5 weeks after we receive your request.**

If a scoring error is discovered, corrected reports will be sent to all previous score recipients without charge, and the hand-scoring fee will be refunded.

Correcting Errors on Your Report Student Errors/Changes

If you made a significant error in supplying information, or if you want to change your address or add your Social Security number to your record, you may ask us to correct your record. Write to ACT Records, P.O. Box 451, Iowa City, IA 52243-0451. Enclose a photocopy of your Student Report and describe the necessary change. There is no fee for making the correction, but if you wish to send corrected reports, you must pay \$9.00 for each corrected report ordered.

ACT Errors/Changes

If you think there is an error (on any information other than your test scores), write to ACT Records at the address given above within 3 months of receiving your score report. Enclose a photocopy of your Student Report and describe the necessary change. We will investigate your concerns and respond to you in writing.

If an error is our responsibility and requires you to retest, it will be at our expense. If the error is our responsibility and does not involve retesting, then we will send corrected score reports, without charge, to you and your high school (if you authorized release of your scores) and to each college or agency that received an incorrect report.

Requesting a Copy of Item Challenges

Occasionally, a student may question the correctness of a test item in the ACT. We regularly compile information about such challenges and our responses to them. This information is available only for forms designated for release through our Test Information Release service. Test forms to be released during 2008–2009 are from the following national test dates: December 2008; April 2009; June 2009. No information is available until 30 days after we first send out score reports for the test date.

To obtain this information, write to: ACT Records, Attn: Item Challenges, P.O. Box 451, Iowa City, IA 52243-0451. Specify the test date(s) you are requesting, include your name and address, and submit a check payable to ACT Records for \$17.00 for each test date requested. All item challenge information from the past two years for the test form(s) given on the test date(s) you specify will be provided in response.

ACT Policies

Confidentiality of Scores

ACT's general policy on the release of test scores and other personally identifiable information you provide is that we will disclose such information only with your consent. However, there are certain exceptions to this general policy—for example, we report test scores to selected states for consideration for state scholarships. For a complete statement of our policies with respect to the use of your information, please review *Policies and Guidelines for Uses of Data from ACT-Owned Assessments*, which can be downloaded at www.actstudent.org/datause.html.

Retention of Information

If you register by paper folder, we keep your original registration folder for one year. We keep all answer documents for at least one year. If you have questions about the information on these documents, contact us before these periods are over. After that

time, your record is stored in our computer files. Our present policy is to keep these electronic records for an indefinite period.

Remedies in Response to ACT Errors or Testing Disruptions/Compromises

ACT takes steps that are intended to ensure that registration records are properly handled and processed, and that tests and answer documents are properly handled and scored. In the unlikely event that an error occurs in handling, shipping, processing, or scoring answer documents, or reporting scores, ACT will correct the error, if possible, or permit affected examinee(s) to retest at no additional fee (normally on a future national test date) or to receive a refund of the test fee. **These remedies are the exclusive remedies available to examinees for errors in handling or processing registration records; in handling, shipping, or scoring answer documents; or in reporting scores.**

ACT also takes steps intended to ensure standardized test administration. If events occur that cause testing at a test center to be cancelled or interrupted, involve a mistiming on any part of the test, result in a deviation from standard testing procedures, raise concerns about possible advance access to test content by any examinee(s), or otherwise disrupt or compromise the testing process, ACT will examine the situation and determine whether action is warranted, including nonscoring of answer documents or cancellation of scores.

If ACT, in its sole discretion, determines action is warranted, each affected examinee will be offered the option to retest at no additional fee (normally on a future national test date). If the examinee chooses not to retest and the answer document is not scored or scores are cancelled, the examinee may request a refund of the test fee instead. If ACT offers a retest and an examinee selects that option, the examinee must retake all four multiple-choice tests to produce a valid Composite score. If the Writing Test was taken on the original test date, the examinee must retake the Writing

Test in addition to the four multiple-choice tests to produce a valid Combined English/Writing score for that administration. **These remedies are the exclusive remedies available to examinees affected by disruptions or compromises in the testing process.**

Cancellation of Scores by ACT

ACT reserves the right to cancel test scores when there is reason to believe the scores are invalid. Cases of testing irregularities—such as falsification of one’s identity, impersonation of another examinee (surrogate testing), unusual similarities in the answers of examinees at the same test center, or other indicators that the test scores may not accurately reflect the examinee’s level of educational development—may result in the cancellation of test scores.

When ACT decides to cancel test scores, it notifies the examinee before taking that action (except in cases of testing compromises explained on this page). The notice includes information about the options available regarding the planned score cancellation, including procedures for appealing the cancellation decision.

In all instances, the final and exclusive remedy available to examinees who want to appeal or otherwise challenge a decision by ACT to cancel their test scores shall be binding arbitration through written submissions to the Dallas, Texas, office of the American Arbitration Association. The issue for arbitration shall be whether ACT acted reasonably and in good faith in deciding to cancel the scores.

Fee Payments

Services ordered via our website or by telephone require payment by credit card. All other fee payments must be made in U.S. dollars drawn on a U.S. or U.S. affiliate bank. International money orders payable in U.S. dollars may be used. We cannot accept personal checks drawn on accounts outside the United States.

This is notification that when you pay by check you are authorizing ACT, Inc., to convert your check to an electronic entry. When we use this information from your check to make an electronic funds transfer, funds may be withdrawn from your account as soon as the same day you make your payment, and you will not receive your check back from your financial institution. If your check is returned to us due to insufficient or uncollected funds, it may be re-presented electronically and your account will be debited.

For More Information

We regularly prepare reports on the technical characteristics of the ACT tests. You may obtain copies from:

ACT Customer Services
P.O. Box 1008
Iowa City, IA 52243-1008



Use www.actstudent.org to access a variety of ACT services.

- Create a free ACT Web account
- Register to retake the ACT (national and international only)
- View your scores at no charge
- Search for more college information
- Explore college majors and occupations
- Update your responses to High School Course/Grade Information, Interest Inventory, and Student Profile Section (national and international only)
- Send your scores to more colleges

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