

HOW TO FILL THE SAT (WITH ESSAY) REGISTRATION FORM

Fall 2019

- Go through the whole form carefully at least once before you start filling it.
- Use a **black** pen or a **blue** pen.
- **DO NOT** use a lead pencil.
- **YOU MUST ANSWER ONLY THE QUESTIONS SPECIFIED IN THIS GUIDE**
- Please make sure that you write in **CAPITAL LETTERS** in understandable, **neat** handwriting.

There are 25 questions in your SAT form. Let's fill them one by one.

Q1. Write your full name, **EXACTLY** the way it appears on your passport. You will use exactly the same name in your SAT exam. Do not use different spellings for your name as this may result in **disqualification** from SAT registration.

- For example if a student's first name is Shahid, write down 'SHAHID' in the First Name field
- If a student's first name is Samiullah and he has no Last Name, please complete question 1 as, Last Name – NO NAME, First/ Given Name – SAMIULLAH.
- Students can enter up to 20 letters for their first/ given name and up to 35 characters for their last name. If a student's last name is more than 35 characters, the student should enter as much of their name as possible. If your name is longer than the characters allowed please **DO NOT** make extra boxes on the form.

Write your last name first, then your first name. If you have two last names, leave a space between (e.g NAZEER AHMAD).

The Middle Initial (M.I) is **optional**, only fill it out if your passport contains a M.I as well.

1 NAME (REQUIRED)
Enter your legal name, including hyphens, apostrophes, and spaces. Omit suffixes such as Jr. or III.
Copy your name exactly from the ID you plan to use on test day (as space allows).

LAST NAME/Family Name/Surname – first 35 letters

NAZEER AHMAD

FIRST NAME/Given Name – first 20 letters

SHAHID

M.I.

1 NAME (REQUIRED)
Enter your legal name, including hyphens, apostrophes, and spaces. Omit suffixes such as Jr. or III.
Copy your name exactly from the ID you plan to use on test day (as space allows).

LAST NAME/Family Name/Surname – first 35 letters

NO NAME

FIRST NAME/Given Name – first 20 letters

SAMIULLAH

M.I.

Q2. Enter **000004** and fill in the ovals according to this number. This is the College Board High School Code.

2 COLLEGE BOARD HIGH SCHOOL CODE (REQUIRED)

Your correct high school code must be completed. An invalid code will result in your registration being returned to you unprocessed. If you do not know your code, or you have confirmed that your school does not have a code, visit collegeboard.org/sat-codes or see the *Student Registration Booklet*. When you register, you authorize the release of your testing information to your school.

(Fill in correct ovals)

0 0 0 0 0 4

1 2 3 4 5
 6 7 8 9 0
 A B C D E
 F G H I J
 K L M N
 O P Q R
 S T U V
 W X Y Z

Q3. Fill in one respective oval

3 SEX (REQUIRED)

Female
 Male

Q4. “Grade” simply means “class”. Fill in the oval next to “12th grade or higher”.

4 CURRENT GRADE LEVEL (REQUIRED)

Fill in the oval next to the grade level you will be in at the time of testing. If testing after school ends and before August, indicate the grade just completed.

2nd year of college
 1st year of college
 No longer in high school
 12th grade or higher
 11th grade
 10th grade
 9th grade
 8th grade
 Not yet in 8th grade

Q5. Date of Birth Format is: Month – Day – Year. Write your date of birth as per this format. Then fill in the ovals – and be careful to fill them in properly. Below is an example:

- In the first column, fill in the respective oval for the month of your birth
- In the second column, if you were born on the 12th, fill “1” in the first box, and “2” in the second box. If you were born on the 3rd, fill in ‘0’ in the first box and ‘3’ in the second box’
- In the third column, if you were born in 2001, fill ‘2’ in the first box ‘0’ in the second box, and ‘0’ and ‘1’ in the third and fourth box accordingly.

5 DATE OF BIRTH (REQUIRED)

Month	Day	Year
<input type="radio"/> Jan	03	2001
<input type="radio"/> Feb		
<input type="radio"/> Mar	0	1 9 0
<input checked="" type="radio"/> Apr	1 1	0 1 0
<input type="radio"/> May	2 2	2 2
<input type="radio"/> Jun	3 3	3 3
<input type="radio"/> Jul	4	4 4
<input type="radio"/> Aug	5	5 5
<input type="radio"/> Sep	6	6 6
<input type="radio"/> Oct	7	7 7
<input type="radio"/> Nov	8	8 8
<input type="radio"/> Dec	9	9 9

5 DATE OF BIRTH (REQUIRED)

Month	Day	Year
<input type="radio"/> Jan	12	1999
<input type="radio"/> Feb		
<input type="radio"/> Mar	0 0	0 0
<input type="radio"/> Apr	1	2 0 1 1
<input type="radio"/> May	2 2	2 2
<input type="radio"/> Jun	3 3	3 3
<input type="radio"/> Jul	4	4 4
<input checked="" type="radio"/> Aug	5	5 5
<input type="radio"/> Sep	6	6 6
<input type="radio"/> Oct	7	7 7
<input type="radio"/> Nov	8	8 8
<input type="radio"/> Dec	9	0 0

Q6. Place your photograph in the box given on the form.

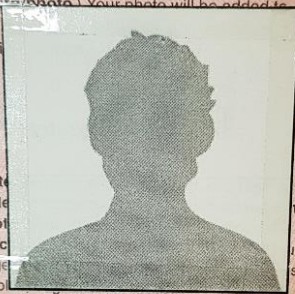
- Photograph size should be the same as specified on the form which is 2 inches in length x 2 inches in width. DO NOT use a passport size photograph.
- Write your **name**, **date of birth** and **000004** on the back of the photograph.
- Then tape the photo to the form with transparent Scotch tape on all 4 edges of the photo. DO NOT staple or glue the picture to the form.

6 PHOTO (REQUIRED)

Your photo cannot be larger than this box, and should be at least 2" x 2". (For more information, see the Student Registration Booklet or call the Registrar's Office.) Your photo will be added to your admission file.

Write your name, date of birth, school code, phone number, and barcode on the edges of the photo. Do not staple.

If you will be in the 8th grade or below at the time of testing, a photo is not required.



Q7 & Q8 Simply ignore these two questions. DO NOT fill or mark any field.

Q9. This question requires your postal address. Try and provide a complete address so that you may be able to receive a paper admissions ticket (i.e. test card) through post. Let's fill out of the fields one by one.

- a) Fill in the oval next to "International".
- b) In place of country code please write **445**. This is the country code assigned to Pakistan by College Board.
- c) **Line 1:** Write the name and number of your house number/ Mohallah (whichever applies)
Line 2: P.O.Box number/ Chak number/ Street number (whichever applies)
Line 3: Your district (if different from your city), or more details on your address
Line 4: Your city. In the 'State' box please write PK
Line 5: Your province.
Line 6: Your postal code **if** you have one, otherwise you can leave it blank and then your phone number. If you choose to provide a landline number remember to begin with city code (eg. 42).

9 MAILING ADDRESS (REQUIRED)
 You must supply your mailing address so that we know where to send your scores and your admission ticket (if you request a paper copy).

9a Indicate type of address: U.S./U.S. territory International

9b COUNTRY CODE (REQUIRED for international addresses)
 Fill in your country code from the list in *The SAT Code List International Edition*, available online at collegeboard.org/sat-codes. **445**

9c Fill in your address below:

Line 1 (Street address or P.O. Box – do not leave blank)
P. O KHAS

Line 2 (Apartment number if applicable)
CHAK # 1111/7-R

Line 3 (International Only - District or Urbanization)
DISTRICT SAHIWAL

City (Fill in City – do not leave blank) State
CHICHAWATNI PK

Province (International only)
PUNJAB

ZIP/Postal Code Phone Number – start with city or region code
0092401234567

9 MAILING ADDRESS (REQUIRED)
 You must supply your mailing address so that we know where to send your scores and your admission ticket (if you request a paper copy).

9a Indicate type of address: U.S./U.S. territory International

9b COUNTRY CODE (REQUIRED for international addresses)
 Fill in your country code from the list in *The SAT Code List International Edition*, available online at collegeboard.org/sat-codes. **445**

9c Fill in your address below:

Line 1 (Street address or P.O. Box – do not leave blank)
HOUSE 24

Line 2 (Apartment number if applicable)
MOHALLAH AZADPIR

Line 3 (International Only - District or Urbanization)
BEHIND FAZAL JAMIA MASJID

City (Fill in City – do not leave blank) State
OKARA PK

Province (International only)
PUNJAB

ZIP/Postal Code Phone Number – start with city or region code
00923001234567

Q10. You **MUST** fill in your email address as shown. Please make sure you remember the password of this email address as all future correspondence from College Board, including your SAT Admission Ticket will arrive on this email address. You must print your Admission Ticket and bring it to the test center on test day. Without the Admission Ticket you will not be allowed to take the test.

Also circle the oval below so that you can receive a paper ticket in case you face trouble accessing your ticket online.

10 EMAIL ADDRESS (STRONGLY RECOMMENDED)
 If you provide an email address, we will email you important updates about your registration and test day reminders. You must print your ticket and bring it to the test center on test day. By providing your email address, you are granting the College Board permission to use your email in accordance with the privacy policy in the *Student Registration Booklet*.

Begin here. → **SHAHID.NAZEER42** @ **GMAIL.COM**

If you receive your admission ticket reminder by email, you won't receive a paper copy of it in the mail unless you fill in the oval below.

I would like to also receive a paper ticket.

Q11, Q12 & Q13. Ignore these questions. Do not fill any portion.

Q14. Read the statement given below and then sign above the line. Remember, your signature **MUST** be your proper signature that you use on official documents.

14 SIGNATURE (REQUIRED)
 Read the statement below and officially sign your name (and by signing you agree to the provisions indicated in the statement).

By submitting your registration, you agree to the conditions in the SAT registration materials provided. You also agree with the SAT Test Security and Fairness policies and understand that any violation of these policies will result in score cancellation and may result in reporting of certain violations to law enforcement.

Shahid Nazeer

SIGNATURE (Sign as you would on an official document.)

Q15, Q16, Q17, Q18 & Q19. Ignore these questions. Do not fill any portion. NOP Centre staff will fill relevant information.

Q20.

Test Center Name	Test Center Address	City	Code
ISLAMABAD EMBASSY LODGE	Club Road Near Rawal Lake, Islamabad	Islamabad	74731
BEACONHOUSE MARGALLA CAMPUS	Pitras Bokhari Road, Islamabad		74732
PAKTURK INTL SCHOOL	Chakshehzad Campus, Islamabad		74729
PLANWEL	Plot A-1, Latifi Co-op, Housing Society, Karachi	Karachi	74743
REGENT PLAZA	Regent Plaza Hotel, Karachi		74737
PEARL CONTINENTAL HOTEL	Club Road, Karachi		74746
UNIVERSITY OF KARACHI	Main University Road, Karachi		74739
LIBERTY CASTLE BANQUET HALL	79-D-1, Main Boulevard, Lahore	Lahore	74747
THE INTL SCHOOL OF CHOUEIFAT-LAHORE	662-G1 Abdul Haq Road, Lahore		74759
SCARSDALE INTERNATIONAL SCHOOL	193 - BB Phase IV DHA, Lahore		74760

On your form, there are five columns in each choice. Just fill in the right code for example if your code is 77771, fill in the oval marked “7” in the first column, the one marked “1” in the second column, and so on.

20 TEST CENTER CODES (REQUIRED)

Go to collegeboard.org/sat-codes for the most up-to-date list of test center codes, or ask your counselor. Find two nearby centers that offer the test(s) in the month you selected. A special administrative fee applies to some international centers (see page 3 for a list).

First Choice 7 7 7 7 1

0 0 0 0 0
 1 1 1 1 1
 2 2 2 2 2
 3 3 3 3 3
 4 4 4 4 4
 5 5 5 5 5
 6 6 6 6 6
 7 7 7 7 7
 8 8 8 8 8
 9 9 9 9 9

Second Choice 7 4 7 7 7

0 0 0 0 0
 1 1 1 1 1
 2 2 2 2 2
 3 3 3 3 3
 4 4 4 4 4
 5 5 5 5 5
 6 6 6 6 6
 7 7 7 7 7
 8 8 8 8 8
 9 9 9 9 9

Q21a. Write **0513** in option 1. You may choose to write down the code of other universities in the remaining boxes if you wish
 Leave 22b and 22c blank.

21 SCORE REPORTING
 To send score reports to colleges and scholarship programs, find the codes in *The SAT Code List* booklet online at collegeboard.org/sat-codes. Print the numbers as legibly as possible for accurate scanning. **Note:** Test takers with active online College Board accounts do not receive paper score reports. To change this default, go to collegeboard.org/mysat.

21a Four Score Reports Covered with Registration
 See the *Student Registration Booklet* for more information about which scores will be sent and using Score Choice™.

1 2 3 4

21b Additional Reports \$12.00 each Complete Item 21c for the fees.
 Fee-waiver users should check their online accounts (or call Customer Service) to see how many additional reports they can send at no charge (up to four total per student).

1 2 3 4

21c Additional Report Fees

<input type="radio"/> 1 additional report	\$12.00
<input type="radio"/> 2 additional reports	\$24.00
<input type="radio"/> 3 additional reports	\$36.00
<input type="radio"/> 4 additional reports	\$48.00

Total additional reports \$.
(Enter the total in Item 25c)

Q22, Q23, Q24 and Q25 are not required. Leave them blank. NOP Centre will fill required information.

IT IS IMPORTANT THAT AFTER FILLING THE FORM, MAKE A PHOTOCOPY OF IT AND KEEP IT FOR YOUR RECORD AND FUTURE USE.