



Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001
www.isbe.net

James T. Meeks
Chairman

Tony Smith, Ph.D.
State Superintendent of Education

August 31, 2017

Dear School or District Administrator:

ISBE is thrilled to announce an opportunity this school year for all public schools and districts to access the PSAT exams in grades 9 and 10 for their students. We believe this opportunity will further increase equitable access to the PSAT exam. ISBE was able to reduce the anticipated costs of some of its other accountability assessments for this year. As a result, ISBE is able to reimburse any public school, district, or serving educational entity for **one administration per student** of PSAT 8/9 – 9th Grade, PSAT/NMSQT - 10th Grade or PSAT 10 **in grades 9 and 10** for the **2017-18 school year only**. This reimbursement is available only for **existing¹ fall 2017** administrations and **existing or new spring 2018** administrations.

ISBE will reimburse any school or district that had already committed to a fall administration and will reimburse any school that had committed to or wants to add a spring administration. Schools or districts that had planned both fall and spring administrations will be reimbursed for one of those administrations.

The attached PSAT Master Eligibility List includes the districts and schools that are eligible for reimbursement. The list is also available on the ISBE Assessment website at <https://www.isbe.net/Pages/PSATReimbursement.aspx>. If you do not see your district, school, or educational entity on this list and believe you would be eligible, please email the Assessment Division at assessment@isbe.net, subject line PSAT Reimbursement Eligibility. Include your entity name, RCDTS code, and the reason you believe you would be eligible for reimbursement.

All orders must be placed directly with the College Board. Instructions for placing an order are available on the ISBE [PSAT Reimbursement page](#). A district price will be determined based on:

- The state discounted price of \$9 for PSAT 8/9-9th Grade and \$14.40 for PSAT/NMSQT -10th Grade or PSAT 10;

OR

- A district-specific price made in an agreement directly with the College Board.

College Board will provide an itemized invoice to the district or school, which districts will then submit to ISBE for reimbursement. Specific information on the reimbursement process will be posted as soon as it is available to the ISBE [PSAT Reimbursement page](#).

¹ Orders and contracts placed with College Board on or before 8/25/2017.

To answer any questions you might have about this opportunity ISBE will host two live webinars on October 12, 2017. You can register for a webinar in the Presentations & Webinar section of the [PSAT Reimbursement page](#). In addition to supports ISBE will provide, the College Board is hosting live sessions throughout the state to answer any questions about implementation and administration of the exams. These sessions will focus primarily on the spring implementation on the SAT School Day in April and they also will contain information on spring PSAT implementation as well. Information and registration for these sessions will also be available on the [PSAT Reimbursement page](#).

If you have any questions about this opportunity, please contact Rae Clementz in the Assessment Division at assessment@isbe.net or call (866) 317-6034. We deeply appreciate your dedication to serving your students and increasing equity of outcomes for all. We know that taking advantage of this opportunity still requires considerable planning and effort on your part, and we look forward to supporting you in any way that we can.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tony Smith', with a stylized, flowing script.

Tony Smith, Ph.D.
State Superintendent of Education