February 3, 2020

Dear Parents/Guardians and Student,

The STATE ACT TEST, sponsored by the State of Utah, CSD/BHS, is coming up on MARCH 3, 2020. The ACT is used by many colleges and universities as part of their admission requirements and for NCAA eligibility. It is also a strong predictor of college success. This test has very strict testing guidelines and will be run according to ACT National Testing Standards.

**When:** TUESDAY, MARCH 3, 2020

**Time:** 7:45 A.M. to 11:30 A.M.

**Where:** Brighton High School

**Who:** 11th Grade Students ONLY

9th, 10th, and 12th graders will be on an ADJUSTED TIME SCHEDULE. (See time schedule on the following page). Classes will not be held in the traditional manner. Instead teachers will be available from 1:00 P.M. to 2:25 P.M. for consultation for all students at Brighton High School.

We recognize that this is a departure from the regular school schedule. If you have any questions, please feel free to contact Assistant Principal, Mark Mitchell at 801-826-5812 or email him: mark.mitchell@canyonsdistrict.org.

Sincerely,

Mr. Tom Sherwood, Principal
Brighton High School
IMPORTANT TESTING INFORMATION

PRE-REGISTRATION:

- **No online pre-registration!**
- Pre-Registration will take place at Brighton High School. Your junior class student will complete registration during their ENGLISH class OR they can complete their registration before and after school in room 423A (ATRIUM). All pre-registration must be completed by FRIDAY, February 28, 2020. No registration can be done on March 2-3, 2020.

HOW TO PRE REGISTER: These two pre-registration options are available:

1. **IF YOUR STUDENT DOES NOT HAVE A ENGLISH CLASS AT BRIGHTON HIGH SCHOOL THIS TRIMESTER**, pre-registration:
   - February 26-28, 2020  7:15 AM OR 2:35 PM
   - Brighton High School Room 423A/ATRIUM (no online registration or fee)
   - Allow 30 minutes to complete pre-registration
   - An excusal note will NOT be sent to student during classes to pre register

2. **IF YOUR STUDENT IS ENROLLED IN ENGLISH THIS TRIMESTER AT BRIGHTON HIGH SCHOOL - no online registration or fee**
   - Pre-registration will take place February 10-28, 2020 during their 11th Grade ENGLISH class

- The test will be administered by Brighton High School staff and faculty.
- This test is State and District subsidized so there is no financial charge to the student
- **Make-up ACT test will be on Tuesday, March 24, 2020 at 8:00 A. M. AT THE COTTONWOOD HEIGHTS CITY HALL.** Students will miss regular classes if they take the ACT make up test on this day. There will be a school excusal list for those that attend.

STANDARD ACT TEST SCHEDULE ON TUES. MARCH 3, 2020

"NO ELECTRONICS ALLOWED – CAN NOT EVEN HOLD ANY ELECTRONICS"

**7:30 A.M.** JUNIOR CLASS ARRIVE

**7:45 A.M.** ASSIGNED CLASSROOM DOORS OPEN

**8:00 A.M.** ACT TEST BEGINS

- **ENGLISH TEST**  40 MINUTES
- **MATH TEST**  60 MINUTES
- **BREAK (no electronics)**  15 MINUTES
- **READING**  35 MINUTES
- **SCIENCE**  35 MINUTES

**11:30 A.M.** Staff check in material

**11:50 A.M.** LUNCH  Cafeteria available for all students

**1:00 P.M. – 2:25 P.M.** Teacher consultation time

*Students will not be admitted to exam rooms if they arrive after test booklets for the first exam are distributed. Students must take the entire exam. Make up testing will be March 24, 2020.*
Room Assignments for Junior Class during the ACT test:

<table>
<thead>
<tr>
<th>ROOM #</th>
<th>STUDENT LAST NAME</th>
<th>ROOM #</th>
<th>STUDENT LAST NAME</th>
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</thead>
<tbody>
<tr>
<td>211</td>
<td>AAAA TO ARAUJO</td>
<td>308</td>
<td>M. LOPEZ TO MCLONEY</td>
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<tr>
<td>212</td>
<td>ARGYLE TO BAUR</td>
<td>312</td>
<td>MCNEIL TO MUNGER</td>
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<tr>
<td>215</td>
<td>BREAMES TO BONUGLI</td>
<td>315</td>
<td>MUNSON TO OSBORNE</td>
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<td>226</td>
<td>BOURGEOIS TO CANNON</td>
<td>318</td>
<td>OSTROWSKI TO POWERS</td>
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<td>227</td>
<td>CARDWELL TO CONWAY</td>
<td>319</td>
<td>QUEIROZ TO RIGHTER</td>
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<td>230</td>
<td>CORCORAN TO DEVINE</td>
<td>321</td>
<td>RINKAVAGE TO SCHWENDIMAN</td>
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<td>231</td>
<td>DICKERSON TO ELLIS</td>
<td>322</td>
<td>SCOTT TO E. SNYDER</td>
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<tr>
<td>232</td>
<td>ENGH TO FRY</td>
<td>410</td>
<td>S. SNYDER TO STRONG</td>
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<tr>
<td>242</td>
<td>GALLUP TO A. GUIZAR</td>
<td>420</td>
<td>STUBBS TO THOMAS</td>
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<td>301</td>
<td>E. GUIZAR TO HARVEY</td>
<td>602</td>
<td>THOMSOM TO WALTERS</td>
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<td>302</td>
<td>HAUNGATAU TO HUDSON</td>
<td>603</td>
<td>WARR TO WILLMAN</td>
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<td>304</td>
<td>HUFF TO JOHNS</td>
<td>608</td>
<td>WIRT TO ZZHZZ</td>
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<td>305</td>
<td>JOHNSON TO KRAMER</td>
<td>TBA</td>
<td>ACCOMMODATION</td>
</tr>
<tr>
<td>306</td>
<td>KRISTENSEN TO L. LOPEZ</td>
<td>TBA</td>
<td>ACCOMMODATION</td>
</tr>
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**11th GRADE STUDENTS MUST BRING THREE (3) ITEMS:**

1. **Photo Identification Required** ACCEPTABLE PHOTO IDENTIFICATION must be presented at the time of check-in or you will not be admitted to the test. The ID you present must be original, not a photocopy or reproduction. **Student must bring current (valid) Official Photo ID:** Must be issued by your school or city/state/federal government (such as school ID card, driver’s license or passport) on which BOTH your name and current photograph appear. **If official photo ID is not available then complete an ACT Student Identification Letter** prior to Friday, February 21, 2020. This letter must be signed by a school official or notary who is not related to the student. The letter will be collected on test day. This form letter is located in main office of BHS.

2. **#2 Pencils (NO MECHANICAL PENCILS)**  
   Use sharpened soft lead No. 2 pencils with good erasers (no mechanical pencils or ink pens), because your answer document will be processed by machine. Be sure to bring several No. 2 pencils WITH GOOD ERASERS.

3. **Optional items:** **Calculator (calculators are not provided... they are optional)**  
   You may use a calculator on the ACT Mathematics Test only, but not on any other sections of the ACT Test. **You are NOT required to use a calculator:** All problems on the Mathematics Test can be solved without a calculator. **Note:** You may use any four-function, scientific, or graphing calculator, unless it has features described in the Prohibited Calculator’s list (go to www.actstudent.org and enter “calculator” as a keyword search for the most up-to-date information on permitted and prohibited devices.) Calculators will be checked by supervisors in your assigned classroom on the day of the test. If you use a prohibited calculator, the student will be dismissed and your answer document will not be scored.
OPTIONAL ITEMS:

**Clocks** will be in every room to pace yourself. Your supervisor will announce when 5 minutes remain on each test section. **NO** watches with noise or internet. **NO SMART WATCHES OR APPLE WATCHES**

**Snacks/Water** to eat/drink outside the test room during the break must be placed under the desk during the testing periods. Snacks in a clear bag is highly suggested.

**BACKPACKS ARE NOT ALLOWED IN THE TESTING CLASSROOM**

**LEAVE PACK BACKS AT HOME, IN CAR OR LOCKER!**

➤ **DO NOT TAKE OR HANDLE ANY OF THE FOLLOWING ITEMS INTO THE TEST ROOM OR USE DURING THE 15 MINUTE BREAK. YOU WILL BE DISMISSED IF ANY OF THESE ITEMS ARE USED/HANDLED FROM 7:45 A.M. TO END OF TESTING/DISMISSAL FROM TESTING ROOM AT APPROX. 12:15 PM**

1. **NO** books, dictionaries, notes, scratch paper, or any unapproved testing aids
2. **NO** highlight pens, colored pens or pencils, or correction fluid
3. **Examinees may not handle or access** a cellphone or electronic device at any time in the test room or during breaks. This includes smart watches, fitness bands, and any other devices with recording, internet, or communications capabilities. All devices, including cell phones and wearable devices, must be turned off and placed out of sight. **NO EAR BUDS!**
4. **NO commercial hats/beanies/headbands/hoods on heads**
5. **NO** reading material
6. **NO BACK PACK**
7. **NO** tobacco/vaping in any form.

BEFORE TEST DAY:

1. Prepare for the tests by reviewing "Preparing for the ACT", which can be downloaded from [www.actstudent.org](http://www.actstudent.org).
2. **MUST** Complete the PRE-ADMIN / registration test portions of your answer document during the scheduled in school sessions. (English classes or before/after school sessions)
3. Have ready ID Photo document and #2 pencils (no mechanical #2) WITH GREAT ERASERS.
4. Review the information about permitted and prohibited calculators. Use new batteries.
5. **CELLPHONE CALCULATORS CANNOT BE USED DURING THE MATH TEST**
6. Report for testing at 7:45 A.M. to your assigned room. You will not be admitted to test once the TEST booklets are being distributed.

There will be only one bus run on Tuesday, March 3, 2020

Make up for ACT Test will be held on Tuesday, March 24, 2020 in THE COMMUNITY ROOM AT THE COTTONWOOD HEIGHTS CITY HALL BUILDING. Doors open at 8 a.m. Students will be put on a BRIGHTON HIGH SCHOOL excuse list after TEST is taken.