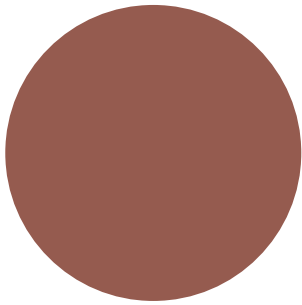


2013 | 2014

TAKING THE ACT



The **ACT**[®]

Residual Testing

General Information

Residual Testing Regulations

An on-campus or Residual Testing program is available strictly for colleges that wish to administer the ACT® college readiness assessment to their enrolled, admitted, or applicant students.

- **Results are reported only to the college administering the assessment. You will not receive your scores unless the college provides them to you. No Student or High School Reports are generated, and you may not request Additional Score Reports for any other college.**
- Testing may be conducted on any date except a regularly scheduled ACT Test Date.
- You may not repeat Residual Testing within 60 days of your previous testing.
- Residual Testing scores are **not** accepted for NCAA initial eligibility.
- Residual Testing is not a replacement for ACT National Testing nor is it a practice test for the National ACT.

You will complete basic identifying information on pages 1 and 4 of your answer folder, and then take the four multiple-choice ACT tests. The college may also require you to take the ACT Writing Test.

Calculators

You may use a calculator on the ACT Mathematics Test (but not on any of the other tests). It is your responsibility to bring a permitted calculator. We regularly update information about which calculators are prohibited. To be certain your calculator will be permitted on test day, go to www.actstudent.org or call 800.498.6481 for a recorded message. If you use a prohibited calculator, you will be dismissed and your answer document will not be scored.

The ACT Multiple-Choice Tests

Each of the ACT multiple-choice tests is constructed to measure knowledge and skills typically taught in high school that are important for successfully completing a college education. Every attempt is made to measure these skills in a way that is fair to all persons who take the tests. All of the items in the tests are carefully reviewed by ACT staff and by panels of college faculty to ensure that the items measure appropriate academic content and not factors that are solely associated with racial, ethnic, or linguistic background, or gender. All of the procedures followed in constructing the tests are intended to ensure that they measure important educational outcomes rather than features particular to any given group.

English Test

The English Test measures your understanding of the conventions of standard written English in punctuation, grammar and usage, and sentence structure, and your skill in making the kinds of decisions made by good writers related to strategy, organization, and style.

• Usage/Mechanics

Punctuation. The conventions of internal and end-of-sentence punctuation, with emphasis on the relationship of punctuation to meaning.

Grammar and Usage. Agreement between subject and verb, between pronoun and antecedent, and between modifiers and the words modified; verb formation; pronoun case; formation of comparative and superlative adjectives and adverbs; and idiomatic usage.

Sentence Structure. Relationships between and among clauses, placement of modifiers, and shifts in construction.

• Rhetorical Skills

Strategy. Development of a given topic by choosing expressions appropriate to an essay's audience and purpose; judging the effect of adding, revising, or deleting supporting material; and judging the relevancy of statements in context.

Organization. The organization of ideas and choosing effective opening, transitional, and closing sentences.

Style. Precision and appropriateness in the choice of words and images, maintenance of the level of style and tone in an essay, rhetorically effective management of sentence elements, and avoidance of ambiguous pronoun references, wordiness and redundancy.

Mathematics Test

The Mathematics Test measures the mathematical skills that you have acquired in courses taken up to the beginning of grade 12. The test requires you to use your reasoning skills to solve practical problems in mathematics. Knowledge of basic formulas and computational skills are assumed as background for the problems.

• Pre-Algebra/Elementary Algebra

Pre-Algebra. Topics including operations with whole numbers, decimals, fractions, integers; the solution of linear equations in one variable.

Elementary Algebra. Operations with algebraic expressions, including the solution of quadratic equations by factoring.

• Intermediate Algebra/Coordinate Geometry

Intermediate Algebra. Topics including operations with integer exponents, rational and radical expressions, the quadratic formula, linear inequalities in one variable, and systems of two linear equations in two variables.

Coordinate Geometry. Topics including graphing on the coordinate line and in the coordinate plane, the relationships between equations and graphs, and distance in a plane.

• Plane Geometry/Trigonometry

Plane Geometry. The properties and relations of plane figures.

Trigonometry. Right triangle trigonometry, graphs of the trigonometric functions, and basic trigonometric identities.

Reading Test

The Reading Test measures reading comprehension. The questions require you to derive meaning from several texts by referring to what is explicitly stated and by reasoning to determine implicit meanings and to draw conclusions, comparisons, and generalizations. The test contains four types of reading selections:

• Social Studies/Natural Science

Social Studies. Anthropology, archaeology, biography, business, economics, education, geography, history, political science, psychology, and sociology.

Natural Science. Anatomy, astronomy, biology, botany, chemistry, ecology, geology, medicine, meteorology, microbiology, natural history, physiology, physics, technology, and zoology.

• Arts and Literature

Prose Fiction. Intact short stories or excerpts from short stories or novels.

Humanities. Architecture, art, dance, ethics, film, language, literary criticism, memoirs, music, personal essays, philosophy, radio, television, and theater.

Science Test

The Science Test measures your skills in the interpretation, analysis, evaluation, reasoning, and problem-solving required in the natural science(s). Test content is drawn from biology, chemistry, physics, and the Earth/space sciences (e.g., geology, astronomy, and meteorology). The test presents scientific information in three different formats:

• Data Representation

This format presents graphic and tabular material similar to that in science journals and texts. The questions measure skills such as graph reading, interpretation of scatterplots, and interpretation of information presented in tables.

• Research Summaries

This format provides descriptions of one or more related experiments. The questions focus on the design of experiments and the interpretation of experimental results.

• Conflicting Viewpoints

This format presents sets of hypotheses or views based on differing premises or on incomplete data that are inconsistent with one another. The questions focus on the understanding, analysis, and comparison of alternative viewpoints or hypotheses.

The ACT Writing Test

If you are also required to take the ACT Writing Test, you will complete an essay in English that measures the writing skills you have acquired in high school English classes and will use in college composition courses. The test consists of a writing prompt with a question that defines an issue and describes two points of view on that issue.

Your essay will be evaluated on your ability to do the following:

- express judgments by taking a position on an issue
- maintain a focus on the topic
- develop a position using logical reasoning and supporting your ideas
- organize your ideas logically
- use language clearly and effectively according to the conventions of standard written English

For the college to receive your Writing scores, you must **first** take the multiple-choice ACT English Test followed by the ACT Writing Test in the same session.

Guidelines for Taking the ACT

Read these guidelines carefully. They can help you do your best on the ACT tests.

1. Report at the time designated by testing personnel. You will not be admitted to test if you are late. Allow 3½ hours for the multiple-choice tests and 4 hours if you are also taking the Writing Test.
2. Take the following items with you:
 - **Acceptable identification** (see www.actstudent.org). You will not be admitted to test without it.
 - Sharpened, soft lead No. 2 pencils with good erasers (no mechanical pencils or ink pens).
 - A watch to pace yourself. The supervisor will announce when 5 minutes remain on each test.
 - A **permitted** calculator (see www.actstudent.org).
 - Snacks or drinks to consume outside the test room during break.
3. Do NOT take into the test room:
 - Books, dictionaries, notes, scratch paper, or other aids.
 - Highlighters, colored pens or pencils, or correction fluid.
 - **Any** electronic device other than a permitted calculator (examples include timer, cell phone, media player, iPad, headphones, camera).
 - Reading material.
 - Tobacco in any form.

4. Follow all directions. Ask questions if you do not understand what you are to do.
5. Be precise in marking your answer folder. Be sure that you fill in the correct ovals and rectangles completely.
6. Position your answer folder next to your test booklet so you can mark responses quickly without moving either the test booklet or the answer folder.
7. Mark only one response to each question.
8. If you wish to change an answer, erase the unintended mark completely.
9. Read each question and the possible answers fully so that you are sure you understand them before answering.
10. Answer every question if you have time. There is no penalty for guessing.
11. When you are unsure of the correct answer, first eliminate every wrong answer you can. Then pick the best answer from those left.
12. Manage your time. If a question is too difficult, choose the answer you think is best and go on to the next question, or skip it and return to it if there is time remaining on that test.
13. If you complete a test before time is called, recheck your work. You will not be allowed to work on the next test or return to a previous test once the time is called.
14. If you are also taking the Writing Test, write your essay legibly in English with a soft lead No. 2 pencil on the lined pages of your answer folder.

Completing Your Answer Folder

The information you provide on your answer folder becomes part of your permanent ACT record.

Because the folder will be processed by machine, be sure to:

- use a soft lead No. 2 pencil and print legibly
- fill in ONE oval under each letter or number you enter
- fill in the blank rectangles below each empty box
- erase any errors cleanly without smudging

Begin on Page 1 of Your Answer Folder.

B Name. This is a mandatory field. Begin in the first box for each part of your name. If there is not enough space for your name, enter as much as possible using one box for each letter, but do not extend any part of your name beyond its designated area.

C, D, E, and F Mailing Address, City, State Code, and ZIP Code. Enter each part of the address. **Leave a space between the parts of your street address.** Use the “/” to designate fractions (e.g., 1/2, 3/4).

For Block E, State Code, see the list in the left-hand margin on page 1 of your answer folder. Enter your ZIP Code in Block F.

G Telephone. If you do not have a telephone, leave this block blank.

H Gender. Fill in the appropriate oval.

I Social Security Number. Provide a U.S. Social Security number if you have one. We will use your Social Security number only for processing and positive identification of your record in accordance with our privacy policy, and will include this number on the College Report.

J Date of Birth. Enter your correct date of birth, not today’s date. This is a mandatory field and will be used to identify your record.

K Present Grade. This is a mandatory field. Fill in the oval for your grade in school during the 2011–2012 school year.

L Year of High School Graduation or Equivalent. This is a mandatory field.

M High School Code. If you are a high school student, enter your ACT school code number. If you earned a GED, enter code 960-000. If you are being homeschooled, enter 969-999. If you are no longer a high school student or do not know your code number, enter 800-000. **Scores from Residual Testing are not reported to the high school.**

N Last High School Semester Grade in Each Subject Area. Fill in the oval containing the grade you received in the last course you took in each of the subject areas listed (Eng.=English, Math=Mathematics, Soc. S.=Social Studies, N. Sci.=Natural Sciences). Mark “N” *only* if you have taken *no* courses at all in a given subject area.

➔ **Turn Your Answer Folder to Page 4.**

O Country. Complete this block only if you live outside the United States.

P Address of Parents or Legal Guardian. Fill in the correct oval.

Q Plus Writing Answer Folder. You will complete this block on test day only if instructed to do so by your supervisor.

R Social Security Number. If you provided a number in Block I, enter it here.

S SKIP.

T Read the “Important Notice to Examinees.” It is important that you understand these policies.

What Test Security Procedures Apply

ACT test security procedures are designed to ensure that examinees have an equal opportunity to demonstrate their academic achievement and skills, that examinees who do their own work are not unfairly disadvantaged by examinees who do not, and that scores reported for each examinee are valid.

Prohibited Behavior at the Test Center

The following behaviors are prohibited. You will be dismissed and your answer document will not be scored if you are found:

- filling in or altering ovals on a test or continuing to write the essay after time has been called on that test
- looking back at a test on which time has already been called
- looking ahead in the test booklet
- looking at another examinee's test booklet or answer document
- giving or receiving assistance
- using a prohibited calculator
- using a calculator on any test other than the Mathematics Test
- sharing a calculator with another examinee
- using any device to share or exchange information at any time during the tests or during break (**all** electronic devices, including cell phones, must be turned off from the time you are admitted to test until dismissed after testing concludes)
- attempting to remove test materials, including test questions or answers, or scratch paper, from the test room by any means
- using highlight pens, colored pens or pencils, notes, dictionaries, or other aids
- not following instructions or abiding by the rules of the test site
- exhibiting confrontational, threatening, or unruly behavior
- creating a disturbance or allowing an alarm or phone to sound in the test room

All items brought into the test center, including without limitation, hats, purses, backpacks, cell phones, calculators, and other electronic devices, may be searched at the discretion of testing staff. Testing staff may confiscate and retain for a reasonable period of time any item suspected of having been used in violation of this list of prohibited behaviors. ACT may also provide such items to third parties in connection with ACT's investigation or the investigation of others. ACT and its testing staff shall not be responsible for lost, stolen or damaged items. Examinees who are dismissed due to prohibited behavior forfeit their registration for that test date. There are no options for refunds or appeals in situations involving prohibited behavior.

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.

Notwithstanding any other provision to the contrary, you agree that ACT has the right to notify score recipients of an investigation into the validity of a reported test score and to disclose any and all details related to a test security investigation to score recipients and persons that may be able to assist with ACT's investigation, including but not limited to law enforcement, state departments of education, and local school officials. ACT also has the right to notify score recipients of a score cancellation. You agree that ACT shall have no liability for exercising any of its rights set forth herein.

When ACT decides to cancel test scores, it shall make reasonable efforts to notify the examinee before taking that action. 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 American Arbitration Association's Consumer-Related Disputes Supplementary Procedures (or if the parties have agreed to submit the matter to an alternative arbitration forum, as permitted by the rules of that forum). The March 1, 2013, Consumer-Related Disputes Supplementary Procedures provide that you pay a nonrefundable filing fee of \$200 payable in full when a claim is filed. The issue for arbitration shall be whether ACT acted reasonably and in good faith in deciding to cancel the scores.

Retest Restrictions

You may take the ACT no more than 12 times total. If you test through Residual Testing, you must wait a minimum of 60 days before retesting. This restriction applies even if your scores from a test date are cancelled by you or by ACT. ACT reserves the right to cancel your scores or take any other steps necessary to enforce this policy. If you violate this restriction, your scores will not be reported or will be cancelled and your fees will not be refunded.

In calculating the 12-test total, ACT makes exceptions for testing required by your district's or state's Department of Education and tests taken as a young examinee as part of an academic talent search. Other exceptions will be considered only if you submit a request via our online Retest Exception Request Form no later than the regular registration deadline for the test date you would like to be your 13th test date. Exceptions are within ACT's sole discretion.

Test Preparation

More information about test day, including complete practice tests, can be found in the free booklet *Preparing for the ACT*. Download it from www.actstudent.org/testprep.

In addition to *Preparing for the ACT*, resources that contain test-taking information, as well as real ACT tests sample questions and explanations, are available at www.actstudent.org/testprep.

- **ACT Online Prep™** is the only online 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.
- **The Real ACT Prep Guide** is the official published guide to the ACT. This book includes five practice tests previously used in test administrations—each with an optional Writing Test. The book includes explanations for all right and wrong answer choices.

