

Dear Parent/Guardians,

You are receiving this email because your daughter is either a sophomore student participating in the Practice ACT or a junior student participating in the PSAT on October 14th for National Testing Day. These tests will be hosted at Trinity and will begin promptly at 8 am. **Your daughter should arrive by 7:30 am for check in.**

She should report to the following entrances based on the first letter of her last name:

(A-L)- Check in at the main entrance on Lathrop Avenue

(M-Z)- Check in at the Division street entrance

She will need to complete the Appian app before school. If your daughter is an e-learner and is struggling to get the app to work, she may print out this [form](#) instead and present it at check in with a parent signature. During check-in we will also ask to see her school ID or Driver's License, so please remind her to bring one or the other with her on test day. She will then be directed to a testing room. Testing for the Practice ACT will conclude between 11:45 am -12:00 pm for Standard Time testers and between 1:15 pm- 1:30 pm for Extended Time testers. The PSAT will conclude between 12:00 pm-12:30 pm for Standard Time testers and between 1:30 pm- 2:00 pm for Extended Time testers. There will be Trinity transportation this day, buses will depart school at 12:45 pm. Should your student need to stay longer for testing, please arrange alternate transportation.

In addition, on test day please remind your daughter to bring the following items with her:

1. A few #2 pencils
2. A calculator
3. A school ID or Driver's License
4. A snack

If you have any questions email Mrs. Herling at vherling@trinityhs.org.

Sincerely,

Victoria Herling (Test Coordinator)