DUKE TIP PSAT 8/9 TESTING POLICIES AND AGREEMENT

Test registrations and assignments

- College Board may retain information submitted during the registration process to provide the educational services related to this test, such as score reporting and other opportunities.
- Duke TIP transmits PSAT 8/9 registrations, including student information, directly to College Board. Transmissions are send on a periodic basis, typically weekly, not in real-time.
- Parents are advised when possible to select a first and second choice. A second site choice will only be considered if the first site choice is unavailable.
- College Board will email a test date and location confirmation to the primary parent two to three weeks after receipt of the student’s registration. It is the parent’s responsibility to review the email and verify the student’s test date and location assignment.
- The emailed confirmation may be used as the student’s test ticket.
- Notify Duke TIP through your my.tip.duke.edu account if the test assignment has not been received within three weeks of registration.

Changes to student information

- Parents are responsible for timely communication of changes to student information, including mailing address, email address, or name corrections to College Board and Duke TIP.
- Requests for test date or location changes must be made directly through the PSAT 8/9 customer service at (844) 806-7817. College Board will determine changes based on availability. All change requests must be made at least one month prior to your test date.
- If a student’s address changes after registration, immediately notify College Board directly at (844) 806-7817 of the new address. The US Postal Service will not forward test scores with an address forward per College Board guidelines. Address changes made after March 1 may delay receipt of the paper score report.
- Parents should also update address information with Duke TIP at my.tip.duke.edu.

Inclement weather

- Makeup test dates of February 27 and February 28 are for testers impacted by inclement weather closures, not for students who miss their test date for other reasons. Students who cannot attend the scheduled inclement weather makeup dates will not receive a refund of testing fees.
- If there is a chance of inclement weather on an assigned test date, parents are to call College Board customer service (844) 806-7817. When possible, College Board will send an email on the Friday before testing alerting students to the closure. Duke TIP also recommends that parents checking their local news station.
Refunds and missed tests

- The test registration fee is nonrefundable.
- Duke TIP and College Board cannot be responsible for family schedule changes, illnesses, lost test tickets, or reconsiderations about whether students are ready for the test. Students who miss or skip their assigned test date will not receive a refund and may not reschedule the test.

Test Content

- Students will not share any specific test questions with anyone in any form of communication, including email, text message, internet posts, or other use of the Internet; doing so may result in score cancellation or other possible sanction.

Test Results

- College Board mails printed paper score reports to Talent Search students, typically by mid- to late-April.
- Internet privacy laws restrict students under 13 from creating College Board accounts. This means that the College Board online score portal, including the detailed score reporting and other online services, will not be available to Talent Search students. Students will only receive the paper score report.

COVID-19

- The status of individual testing centers are determined by restrictions imposed by state and local governments or school districts and ultimately by College Board. Duke TIP does not determine test center or test date status.
- Sanitation measures may be implemented at testing sites that may include but are not limited to requiring students to provide and wear a mask before, during and after testing. Testers may also be instructed to use hand sanitizers in addition to hand washing. Students and/or parents who refuse to follow sanitation measures or exhibit symptoms of illness may be refused entry at the testing location.

Additional information on the PSAT 8/9 test and College Board policies may be found at collegereadiness.collegeboard.org/psat-8-9.