

Proper ID requirements for the
SAT's

On test day students should bring:

- Their admission ticket
 - A proper ID
 - Some #2 pencils
 - An approved calculator
 - Extra batteries for their calculator
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- Students should plan on arriving at the testing center by 7:30am to expedite check-in

Information that can be found on the following College board websites:

- Contact college board customer service dept.
 - <https://sat.collegeboard.org/contact>
- Student admission ticket
 - <http://professionals.collegeboard.com/testing/sat-reasoning/test-day/expect/ticket>
- A proper Student ID
 - <http://professionals.collegeboard.com/testing/sat-reasoning/test-day/expect/id>
- An approved calculator
 - <http://professionals.collegeboard.com/testing/sat-reasoning/test-day/expect/calculators>

Admission ticket

- All students must have a paper printout of their admission ticket
- The admission ticket must include the correct:
 - Test type (Reasoning or Subject) - no test changes can occur when checking-in
 - Name
 - Date of birth
 - Gender
 - Photo (for 9th grade or older test takers)
 - Testing site and test center number
 - Test date
 - Registration number

Admission ticket photo

- All admission tickets for 9th grade or older test takers must include a photo of the student.
- Good photos should:
 - only show the student — no other people are visible
 - Is properly focused with no dark spots or shadows
 - Show a head-and-shoulders view with the entire face, both eyes, and hair clearly visible (Although head covering worn for religious purposes is acceptable)
 - **Students who have questions or concerns about the photo requirement should contact college board customer service dept. at least 30 days in advance of their intended test date.**

Admission ticket photos (cont.)

- Students will be dismissed from the testing site if:
 - One or both eyes are not visible or blocked (for example a side profile photo or if the student is wearing sunglasses)
 - Multiple faces are shown in the photo
 - The subjects face is not visible or recognizable
 - Poor photo quality makes the person shown unrecognizable
 - The person is wearing a hat or head covering that is not worn for religious purposes
 - The photo has been tampered with or digitally altered.

Acceptable Student ID

- Students must present acceptable photo identification for admission to the test center. They are responsible for understanding and following the SAT Test-Taker Identification Requirements and Policies as they appear online and in the Student Registration Guide. All of the identifying information that they provide during registration, including their photo, will be displayed on their Admission Ticket.

Acceptable Student ID (cont.)

- The test center staff will match the information on the student's Admission Ticket and photo ID with the test center roster to confirm their registration and identity. Student's cannot be admitted to the test center if any of the information does not match.
- If a student needs to retrieve an acceptable photo ID during admission to the test center, the staff will not hold their seat while documents are being retrieved.
- Students will not be admitted until an acceptable ID is presented
- Students cannot be admitted into the testing room after the test has begun.

Acceptable Student ID (cont.)

Students are responsible for bringing an acceptable form of identification each time they report to an SAT test center. ID documents must meet all of the following requirements:

- Be a valid (unexpired) photo identification that is government-issued or issued by the school that they currently attend. School IDs from the prior school year are valid through December of the current calendar year. (For example, school IDs from 2014-2015 can be used through December 31, 2015.)
- Be an original document (not photocopied or a picture on a mobile device).
- Bear the students full, legal name exactly as it appears on their Admission Ticket, including the order of the names.
- Bear a recent recognizable photograph that clearly matches (resembles) both the students appearance on test day and the photo on their Admission Ticket.
- Be in good condition, with clearly legible English language text and a clearly visible photograph.
- **Note:** Not all of these requirements apply to Talent Search Identification documents used by students who are in the eighth grade or below at the time of testing; however, Talent Search Identification Forms must bear an original student/parent signature.

Acceptable Student ID (cont.)

Examples of Acceptable ID include:

- Valid Government-issued driver's license or non-driver ID card
- Official school-produced student-identification card from the school the student currently attends. School IDs from the prior school year are valid through December of the current calendar year. (For example, school IDs from 2014-2015 can be used through December 31, 2015.)
- Valid Government-issued passport
- Valid Government-issued military or national identification card
- Talent Search Identification Forms (allowed for eighth grade and below)
- SAT [Student ID Form](#) (must be prepared by the school you currently attend or a notary, if homeschooled. A current photo must be attached to the form in the area indicated before the form is notarized. This form is only valid as ID if you are testing in the United States and for test-takers under 21 years of age.)

Student ID form – can be downloaded from <https://secure-media.collegeboard.org/digitalServices/pdf/sat/sat-student-id-form.pdf>



Student ID Form

Test Center Supervisor: This form is valid only if signed and sealed by a school official or notary. Forms signed by school officials must be printed on school stationery. Do not accept as valid identification outside of the United States.

School Official/Notary: Please see page 2 for instructions.

The student described and pictured below signed this document in my presence. I have applied my official school or notary seal, ensuring that the seal has been placed on a portion of the student's picture.

Name of School Official or Notary: _____
(Please print.)

School Official or Notary Signature: _____ **Date*:** _____

Name of Student: _____
(Please print.)

Student Signature: _____ **Date*:** _____
* ID Form is valid for one year.

Affix original photograph in this space. The photo must closely resemble both your appearance on test day and the photo you supplied for your Admission Ticket.
(See page 2, "Choosing a Photo.")

Student's Date of Birth: _____

Sex: M F (Circle one.)



Student: You are required to sign and date this form below on test day. Please bring this form every time you test. Your name must exactly match the name on your Admission Ticket.

I am the person whose signature, description, and picture appear above. I am signing this document (below) in the presence of test center staff on the test date(s) listed. My signature attests to the truthfulness of the statements made on this document.

Student Signature: _____ **Test Date:** _____

Student Signature: _____ **Test Date:** _____

Student Signature: _____ **Test Date:** _____

Student Signature: _____ **Test Date:** _____

Instructions for Issuing the Student ID Form

Authorized School Official or Notary Public:

Issue this form to students who need a photo ID for test-taking purposes as follows:

1. For Schools – Copy the form onto school stationery.
2. Instruct the student to:
 - Print his or her name and date of birth. The name must exactly match the name he or she uses to register.
 - Circle his or her sex.
 - Affix a current recognizable photo of him/herself in the space provided. The photo should conform to the photo requirements given in the Student Registration Guide and online at sat.org/test-day
 - Sign the form in your presence.
3. Apply the official school/notary seal in the space provided, ensuring that it overlaps a portion of the photo.
4. Sign and date the form.

Student Reminders:

1. Keep this form in a safe place.
2. Bring the form to the test center each time you take the SAT® or SAT Subject Tests™.
3. Sign the form in the presence of the test center staff.

The test center staff will write in the test date. The form is valid for one year after the date recorded on it when first issued.

Choosing a Photo:

The photo affixed to this form should conform to the photo requirements given in the Student Registration Guide and online at sat.org/test-day.

UN-acceptable Student ID (cont.)

Examples of Unacceptable ID:

The following documents are **not** acceptable ID under any circumstances:

- Any document that does not meet the requirements
- Any document that is worn, torn, scuffed, scarred, or otherwise damaged
- Any document that appears tampered with or digitally altered
- Any document that bears a statement such as "not valid as identification"
- Credit or debit card of any kind, even one with a photograph
- Birth certificate
- Social Security card
- Employee ID card
- Missing Child ("ChildFind") ID card
- Any temporary ID card
- A yearbook or yearbook photo
- A printout from grade reporting programs such as genesis or parent connect
- A staff member who knows the student and positively identifies them

Acceptable Student ID (cont.)

Important Policies Regarding ID

- **Matching Names:** Students are responsible for ensuring that their name used to register exactly matches the name on the ID document(s) presented at the test center. If they to make a change to their name after registering, they should contact Customer Service at least 30 days prior to their intended test date. Middle names and initials are optional on their documents; however, if provided, the middle initial must exactly match the first letter of their middle name on their ID.
- **Matching Appearance::** If test administration staff cannot sufficiently authenticate the students identification from the ID presented, the student may be denied admission to the test center, or the test score may be withheld or canceled.
- Test center staff are not required to hold a seat if the student leaves the center to obtain acceptable identification.
- Prior admission to a test center based on any particular ID document is no guarantee that the same ID document will be considered acceptable in the future.

Acceptable Student ID (cont.)

- Admission to the test center is no guarantee that the ID provided is valid or that scores will be reported. All reported or suspected cases of questionable ID or test-taker identity are subject to review and approval before, during, or after the test administration.
- Students should keep their ID and Admission Ticket with them at all times while at the test center, including during breaks. They may be required to show their ID and Admission Ticket multiple times and at various points throughout the test administration.
- If it is discovered after the test administration that a student(s) used a false or invalid identification, their test scores will be canceled, they will forfeit their registration and test fees, and authorities will be contacted.
- If the student fail to comply with these identification requirements and policies, they may be dismissed from the test center and their scores may be withheld or canceled.