

# MARION TECHNICAL COLLEGE

## RESIDUAL ADMINISTRATION OF THE AMERICAN COLLEGE TEST (ACT)

Test dates for 2008/2009 are open to current students, current applicants to MTC, and returning students.

The dates for Residual ACT testing will take place on the following dates:

Test Date	Registration Fee Due*	Test Location
Friday, December 12, 2008	Friday, December 5, 2008	TEC 114
Friday, February 13, 2009	Friday, February 6, 2009	TEC 114
Friday, April 10, 2009	Friday, April 3, 2009	TEC 114
Friday, June 5, 2009	Friday, May 29, 2009	TEC 114
Friday, July 10, 2009	Thursday, July 2, 2009	TEC 114
Friday, August 7, 2009	Friday, July 31, 2009	TEC 114
Friday, August 28, 2009 (overload)	Friday, August 21, 2009	TEC 114

### **Purpose**

The purpose of residual ACT testing is to give applicants or current students who have missed the national test date an easy way to make up the testing. The testing should not take the place of national testing for high school students.

### **Eligibility**

- A. **The ACT will be offered only to those who are current MTC students or who have made formal application for admission to MTC.**
- B. Individuals must wait 60 days after taking the residual ACT before it may be repeated.

### **Administration Fee Policy\***

Those wishing to secure a seat for testing must pay the \$30.00 registration fee (subject to change) *in advance* (due dates listed above). Candidates may pay the fee by check, cash or credit card to the MTC Business Office, Technical Education Center, 740-389-4636, ext. 207 or 259. Make checks payable to Marion Technical College.

Candidates who miss an exam may receive a refund less a **\$10 processing fee**. Or, the total fee may be applied to a future residual test date. Only two re-schedules are permitted.

### **Test Registration**

Test candidates should **keep a copy** of the administration fee receipt for proof of payment when registering. The Business Office will forward notice to the registration area if candidates use a credit card for telephone payment.

Candidates must register in advance by contacting the MTC Office of Admission. Bring the receipt to the TEC receptionist or Office of Admission. Students must provide name, address, telephone number, and Social Security number. Please request special seating arrangements in advance, if needed. Administration fees must be paid in advance.

Seats for testing are limited!

### **Test Dates, Times, and Location**

Will be announced in advance, usually given several times each year. Call MTC at 740-389-4636, ext. 200, for information. Testing dates and times are subject to change.

## Overview

Test candidates must register with the Office of Admission to sign up for the test. Each testing session begins **promptly at 9:00 a.m.**, with registration beginning at 8:30 a.m. Location of testing will be announced. A reminder call will be made to all registrants two to five days prior to the testing date. **Students should be reminded to bring at least two No. 2 pencils. Some calculators are permitted.** A watch or timepiece is recommended. If a student elects to take a Residual ACT, the scores are as valid as any completed on a national test date; however, scores are provided to MTC only. The scores are not recorded in the National ACT files, nor are they transferable to other institutions.

## Check-In

- A. Testers must present a photo identification card, preferably an Ohio driver's license, at check-in.
- B. The ACT will not be administered to those who are late for check-in.
- C. Testers must check in at a predetermined location **no later than 8:30 a.m. the morning of the test. Reminder calls will be made prior to testing with location announcement.** Testing should be completed by 12:30 p.m.-12:45 p.m.

## **NO FOOD OR DRINK PERMITTED DURING TEST.**

## Preparation

A special ACT preparation/study guide is available upon request from the MTC Admission Office, or visit on-line at [www.actstudent.org](http://www.actstudent.org). (Select "Test Prep" and "Practice Tests.")

## Questions

Contact the MTC Office of Admission at (740) 389-4636, or send e-mail to [enroll@mtc.edu](mailto:enroll@mtc.edu).

Testing is provided through the MTC Student Resource Center. Call 740-389-4636, ext. 200, if you have questions about testing procedures.

## **Use of Calculators on the ACT Mathematics Test**

*The following text appears in the ACT test preparation materials and on the student website.*

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, visit [www.actstudent.org](http://www.actstudent.org) or call **800/498-6481** for a recorded message. If you use a prohibited model, you will be dismissed and your answer document will not be scored.

You may use a calculator on the ACT Mathematics Test (but not on any of the other tests in the ACT). You are **not required** to use a calculator. All the problems can be solved without a calculator. If you regularly use a calculator in your math work, you may wish to use one you are familiar with as you take the Mathematics Test. Using a more powerful, but unfamiliar, calculator is not likely to give you an advantage over using the kind you normally use.

You may use any four-function, scientific, or graphing calculator, unless it has features described in the **Prohibited** list. For models on the **Permitted with Modification** list, you will be required to modify some of the calculator's features.

### **Prohibited Calculators**

The following types of calculators are **prohibited**:

- Calculators with built-in computer algebra systems—*Prohibited calculators in this category include*:
  - Texas Instruments: All model numbers that begin with **TI-89** or **TI-92**.
  - Hewlett-Packard: **hp 48GII** and all model numbers that begin with **hp 40G** or **hp 49G**.
  - Casio: **Algebra fx 2.0**, **ClassPad 300**, and all model numbers that begin with **CFX-9970G**.
- Pocket organizers.
- Handheld or laptop computers.

- Electronic writing pads or pen-input devices—the Sharp EL 9600 is permitted.
- Calculators built into cellular phones or other electronic communication devices.
- Calculators with a typewriter keypad (keys in QWERTY format)—*calculators with letter keys not in QWERTY format are permitted.*

### **Calculators Permitted with Modification:**

The following types of calculators are **permitted, but only after they are modified as noted**:

- Calculators with paper tape—*Remove the tape.*
- Calculators that make noise—*Turn off the sound.*
- Calculators that can communicate wirelessly with other calculators—*Completely cover the infrared data port with heavy opaque material, such as duct tape or electrician's tape.*
- Calculators that have power cords—*Remove all power/ electrical cords.*

### **On Test Day**

Be sure your calculator is working and has reliable batteries. You may bring a spare calculator and extra batteries to the test center. Testing staff will **not** supply batteries or calculators. You will **not** be allowed to share calculators during testing.

Testing staff will check your calculator to verify it is a permitted type, and they will monitor your use of your calculator to ensure that you:

- use it only during the Mathematics Test;
- use your backup calculator only if your primary calculator fails;
- do not share your calculator; and
- do not store test materials in your calculator's memory.

If your calculator has characters one inch high or larger, or a raised display, testing staff may seat you where no other examinee can see your calculator.