## **HOW TO FILL THE SAT (WITH ESSAY) REGISTRATION FORM** 2019 - 2020

- ➤ Go through the whole form carefully at least once before you start filling it.
- Use a **black** pen or a **blue** pen.
- ➤ DO NOT use a lead pencil.

NAME (REQUIRED)

- > YOU MUST ANSWER ONLY THE QUESTIONS SPECIFIED IN THIS GUIDE
- Please make sure that you write in CAPITAL LETTERS in understandable, **neat** handwriting.
- > If you make a mistake, do not use white-out and do not cross out the letters on the form
- Make sure to enter only one letter in each box and avoid overlapping letters as this could cause your form to be disqualified

There are 25 questions in your SAT form. Let's fill them one by one.

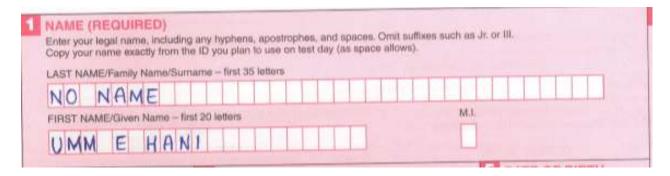
Q1. Write your full name, EXACTLY the way it appears on your passport. You will use exactly the same name in your SAT exam. Do not use different spellings for your name as this may result in **disqualification** from SAT registration.

- For example if a student's fist name is Shahid, write down 'SHAHID' in the First Name field
- ➤ If a student's first name is Samiullah and he has no Last Name, please complete question 1 as, Last Name NO NAME, First/ Given Name SAMIULLAH.
- > Students can enter up to 20 letters for their first/ given name and up to 35 characters for their last name. If a student's last name is more than 35 characters, the student should enter as much of their name as possible. If your name is longer than the characters allowed please DO NOT make extra boxes on the form.

Write your last name first, then your first name. If you have two last names, leave a space in between (e.g NAZEER AHMAD).

The Middle Initial (M.I) is **optional**, only fill it out if your passport contains a M.I as well.

SHANAWA	R	
FIRST NAME/Given Nam	ne – first 20 letters	M.L.
TRTAZA	BIN ABDULLAH	
IAME (REQUIRED	cluding hyphens, apostrophes, and spaces.	Omit suffixes such as Jr. or III.
nter your legal name, in opy your name exactly	o)) cluding hyphens, apostrophes, and spaces. from the ID you plan to use on test day (as s ne/Sumame – first 35 letters	Omit suffixes such as Jr. or III, pace allows).



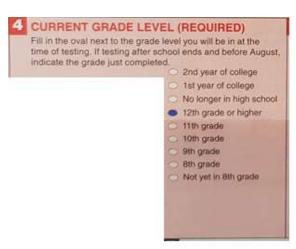
Q2. Enter **000004** and fill in the ovals according to this number. This is the College Board High School Code. Do not enter any other number in this question.



Q3. Fill in one respective oval for gender



Q4. "Grade" simply means "class". Fill in the oval next to "12th grade or higher". Do not choose any other option



- Q5. Date of Birth Format is: **Month Day Year**. Write your date of birth as per this format. Then fill in the ovals and be careful to fill them in properly. Below is an example:
  - ➤ In the first column, fill in the respective oval for the month of your birth
  - ➤ In the second column, if you were born on the 12<sup>th</sup>, fill "1" in the first box, and "2" in the second box. If you were born on the 3<sup>rd</sup>, fill in '0' in the first box and '3' in the second box'

In the third column, if you were born in 2001, fill '2' in the first box '0' in the second box, and '0' and '1' in the third and fourth box accordingly.



Q6. Place your photograph in the box given on the form.

- ➤ Photograph size should be the same as specified on the form which is **2 inches in length x 2 inches in width.** DO NOT use a passport size photograph or one that is smaller
- Write your **name**, **date of birth** and **000004** on the back of the photograph.
- ➤ Then tape the photo to the form with transparent Scotch tape on all 4 edges of the photo. DO NOT staple or glue the picture to the form. Do not use masking tape or coloured tape.



## Q7 & Q8 Simply ignore these two questions. DO NOT fill or mark any field.

Q9. This question requires your postal address. Try and provide a complete address so that you may be able to receive a paper admissions ticket (i.e. test card) through post. Let's fill out of the fields one by one.

- a) Fill in the oval next to "International".
- b) In place of country code please write **445**. This is the country code assigned to Pakistan by College Board. Do not enter any other number
- c) Line 1: Write the name and number of your house number/ Mohallah (whichever applies)
  - **Line 2:** P.O.Box number/ Chak number/ Street number (whichever applies)
  - Line 3: Your district (if different from your city), or more details on your address
  - Line 4: Your city. In the 'State' box please write PK
  - Line 5: Your province.
  - **Line 6:** Your postal code **if** you have one, otherwise you can leave it blank and then your phone number. If you choose to provide a landline number remember to begin with city code (e.g. for Lahore it is 42).



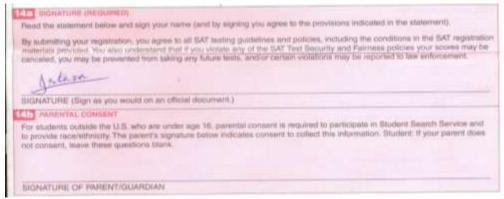
Q10. You **MUST** fill in your email address as shown. Please make sure you remember the password of this email address as all future correspondence from College Board, including your SAT Admission Ticket will arrive on this email address. You must print your Admission Ticket and bring it to the test center on test day. Without the Admission Ticket you will not be allowed to take the test.

Also circle the oval below so that you can receive a paper ticket in case you face trouble accessing your ticket online.



Q11, Q12 & Q13. Ignore these questions. Do not fill any portion.

Q14a. Read the statement given below and then sign above the line. Remember, your signature MUST be your proper signature that you use on official documents. **Leave Q14b blank** 



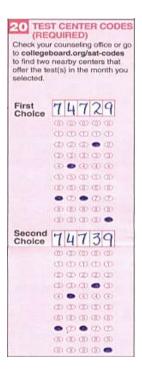
Q15, Q16, Q17, Q18 & Q19. Ignore these questions. Do not fill any portion. NOP Centre staff will fill relevant information.

O20

<b>Q2</b> 0:			
Test Center Name	<b>Test Center Address</b>	City	Code
BEACONHOUSE MARGALLA	Pitras Bokhari Road, Islamabad		74732
CAMPUS		Islamabad	
PAKTURK INTL SCHOOL	Chakshehzad Campus, Islamabad		74729

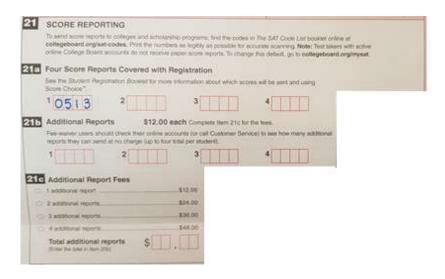
PAKTURK MAARIF INTL SCHS & COLLEGES	87 + 88 Faiz Ahmed Faiz Rd H-8/1, Islamabad,		74721
ROOTS MILLENIUM SCHOOL	308, Street 3, 1-9/3, Islamabad,		74716
SUPER NOVA SCHOOL	16 Nazimuddin Rd, F-8/1, Islamabad		74717
DHA SUFFA UNIVERSITY	Dg 78, Off Khayaban E Tufail,		74749
	Karachi	Karachi	
KARACHI AMERICAN COLLEGE	Amir Khusro Road, Karachi		74748
KARACHI GRAMMAR SCHOOL	St 19, Block V, Scheme V,		74763
(COLLEGE SEC)	Khayaban, Karachi		
KARACHI INSTITUTE OF	Plot 3 And 3a, Sector 47, Korangi,		74752
TECHNOLOGY &	Karachi		
ENTREPRENEURSHIP			
UNIVERSITY OF KARACHI	H.E.J. Research Inst. Chemistry,		74739
	Karachi,		
BEACONHOUSE NEWLANDS	Plot No. 632/1, Block J, Lahore		74761
KICS UET	House No. 6p, Block P Extension,		74762
	Lahore	T -1	
SCARSDALE INTL SCHOOL	193 BB, Phase-IV, DHA, Lahore	Lahore	74760
THE INTL SCHOOL OF CHOUEIFAT-	662-G1 Abdul Haq Road, Lahore		74759
LAHORE	_		
ROOTS IVY INTERNATIONAL	Riverview Campus, Adjacent Toyota,	D111'	74712
SCHOOL	Rawalpindi,	Rawalpindi	

In this question you must choose your desired test centres where you would prefer to give your exam. There are five columns in each choice. Just fill in the right code for example if your code is 74729, fill in the oval marked "7" in the first column, the one marked "4" in the second column, and so on. You must only select from the codes for the test centres mentioned in this guide. If in case the test centres offered by College Board change, we will inform you of the same.



**Q21a.** Write **0513** in option 1 as that is the LUMS code through which we will directly receive your test scores from College Board. You may choose to write down the code of other universities in the remaining boxes if you wish

Leave 21b and 21c blank.



Q22, Q23, Q24 and Q25 are not required. Leave them blank. NOP Centre will fill required information.

IT IS IMPORTANT THAT AFTER FILLING THE FORM, MAKE A PHOTOCOPY OF IT AND KEEP IT FOR YOUR RECORD AS YOU WILL NEED IT WHEN YOU CREATE AN ONLINE COLLEGE BOARD ACCOUNT.

## ALSO DO NOT FORGET TO SEND A COPY OF YOUR PASSPORT OR THE PASSPORT TOKEN FORM IF YOUR PASSPORT IS NOT READY

