



Better together.

Dear Parent/Guardian:

We are excited to provide your student with the opportunity to take the PSAT 8/9 or PSAT/NMSQT on **Wednesday, October 21, 2026 as a home school or away student.**

This letter will provide important information about your student's experience at the school where he or she is testing. Please submit the attached form to the school testing coordinator by Friday, September 18, 2026.

TESTING DEVICE: The PSAT will be administered digitally on 10/21/26. Your student has two options for a testing device on test day:

- **OPTION 1 (suggested):** Use a Henry County Schools Chromebook that already has Bluebook downloaded/installed for testing. Our HCS technicians are able to support students using HCS devices with wifi access and any other complications that may arise with the testing platform. Power cords are available for HCS devices if needed. If you choose to use a HCS device, please review the HCS Acceptable Use Policy and the [HCS Empower Learning Device Program Guide](#).
- **OPTION 2:** Use a personal device. If you choose this option, please note the following: 1) you are responsible for downloading the most recent version of Bluebook from the College Board website; 2) HCS will not be able to provide any technical support on the day of testing. Per HCS policy, HCS technicians are not allowed to handle any student personal devices. 3) You should plan to bring a charging cord on test day.

DIGITAL READINESS CHECK: Prior to testing day, we ask that your student complete a digital readiness check (approximately 30 minutes). The digital readiness check will include required exam set up information, a review of test procedures and expectations (including permitted and prohibited devices), and a preview of the testing platform. Completing the digital readiness check allows your student to confirm that all testing information is correct and to become familiar with the BlueBook platform. Your student has two options for the digital readiness check:

- **OPTION 1:** Schedule with the school where he/she is testing to complete the digital readiness check. You and your student will report to the school at a designated time (prior to October 11) and use a Henry County Schools managed device to complete the required elements of the digital readiness check. Contact the school testing coordinator to discuss options for dates/times.
- **OPTION 2:** Use a personal device to complete the digital readiness check. If you choose this option, you will be responsible for downloading Bluebook to a personal computer. The school testing coordinator will provide you with a sign-in ticket for the digital readiness check (please contact the school testing coordinator to arrange pick-up to ensure the sign-in ticket is ready). You will use the sign-in ticket credentials to sign in and complete the required elements of the digital readiness check prior to testing day. You may choose this option even if you plan to use a HCS device on the day of testing.



STUDENT IDENTIFICATION: Per College Board policy, students not testing at a school they regularly attend must produce a valid ID on test day. Please ensure your student has acceptable identification. More details can be found here: <https://satsuite.collegeboard.org/sat/what-to-bring-do/id-requirements>

START AND END TIMES: The official start times for your student's testing high school or middle school are listed below. Students should plan to arrive prior to the official school start time. The home school will have posted directions for where students should report upon arrival. The PSAT will take approximately 2-2.5 hours to complete and should begin within the first hour of the school day. However, we are unable to provide a specific end time for testing due to variations in the school schedule and students' approved testing times. The home school will provide directions for where students should report and remain following testing until you arrive to pick them up. Students should be picked up within 30 minutes of the end of testing.

High School Start - 8:15 AM (Students may arrive beginning at 7:30)

Middle School Start - 9:00 AM (Student may arrive beginning at 8:15)

FAMILY-PROVIDED TRANSPORTATION: Families are responsible for providing car transportation for their students to and/or from school.

- Plan to share with the school's administration the name of the person who is approved to pick up your student at the conclusion of testing. Anyone who is picking up the student should be prepared to show ID.
- We are unable to provide a specific end time for testing (though we can share that the PSAT generally takes 2-2.5 hours and should begin within the first hour of the school day). Students may plan to contact their families after they have been dismissed from testing. No cell phones are allowed in the testing room while testing is in progress. Students should be picked up within 30 minutes of the end of testing.

HCS STUDENT CONDUCT: By completing the PSAT at a HCS location during the school day, you are agreeing to abide by the HCS student code of conduct. This includes the HCS dress code, behavior expectations, and electronic device policies. Please review the [HCS Student Handbook](#) and the [HCS Code of Conduct](#) prior to the day of testing. Visitors to campus who fail to follow the behavior outlined in the student handbook and compromise school safety may face criminal charges.

If you have any other questions about the PSAT, feel free to contact **the school where your student will be testing**. Please plan to submit the form below by 9/18/2026.

Sincerely,

School Test Coordinator at Mrs. Norwood
knorwood@henry.k12.ga.us
(678) 583-8978



PSAT HOMESCHOOL/AWAY STUDENT ACKNOWLEDGEMENT FORM

The parent/guardian and student should initial next to each statement.

TESTING DEVICE: Choose 1

- I will use a Henry County Schools chromebook on testing day. I understand that I am responsible for abiding by the student code of conduct, the HCS acceptable use policy, and the Empower Learning Device Guide as related to acceptable use of this device.
INITIALS _____
- I will use a personal device on testing day. I understand that I am responsible for downloading the most recent version of Bluebook and that the HCS technicians are unable to support me with any technical issues on testing day.
INITIALS _____

DIGITAL READINESS CHECK: Choose 1

- I will schedule with the school where my student will be testing to complete the digital readiness check at the school using an HCS device. I understand that I am responsible for scheduling this with the school's testing coordinator.
INITIALS _____
- I will complete the digital readiness check using a personal device. I will work with the school's testing coordinator to obtain the digital readiness check sign-in ticket and will complete the digital readiness check prior to testing day. I understand that I can still use a HCS chromebook for testing day. INITIALS _____

START AND END TIMES:

- I understand the school's start time and that I should arrive prior to the official start time of school. INITIALS _____
- I understand that the school cannot provide an official end time but that my student may contact a parent/guardian at the end of testing to be picked up.
- The following person will pick up my student following the end of testing. This person should be prepared to show ID. My student should be picked up within 30 minutes of the end of testing.
INITIALS _____

Person picking up my student: _____



STUDENT CONDUCT:

I understand that by taking the PSAT on a HCS campus during the school day, my student and I are responsible for following the HCS Student Code of Conduct. I have reviewed the HCS Student Handbook and Code of Conduct and agree to abide by these expectations. Any visitor who violates the code of conduct and compromises the safety of others may face criminal charges.

INITIALS _____

Student's Name _____

Name of Person Completing this Form _____

Signature of Person Completing this Form _____

Relationship to Student _____

Phone Number of Person Completing This Form _____

