



Smithtown Central School District

26 New York Avenue, Smithtown, New York 11787

Kevin Colon

Administrator for Guidance and Related Student Services
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Mark Secaur, Ed.D.

Superintendent of Schools

Daniel J. Helmes

Assistant Superintendent for Pupil
Personnel Services

August 2025

Dear Eleventh Grade Student and Parent:

On Saturday, October 18, 2025, students who attend Smithtown High School West will take the **Digital PSAT/NMSQT** at **Smithtown HS West** from 7:30am to approximately 11:30am. Students typically take the **PSAT/NMSQT** in their junior year in preparation for the SAT and to qualify for the National Merit Scholarship Program.

The Smithtown Central School District uses an online payment processing system, **SchoolPay** to allow parents easy and convenient online access to pay fees 24 hours a day 7 days a week. Parents must make a PSAT payment of \$37.00 using [SchoolPay](#). You will have to make an account. You can pay with a debit or credit card. Registration will be open August 28th at 8:30am through September 19th at 3pm. We are unable to accept registrations beyond the September 19th deadline.

Please log onto your child's College Board account now before the [Accommodation Deadlines](#) to ensure your accommodations are approved and up to date. If you do not have an account you can create one on the College Board website. If you have not yet requested accommodations or if the approved accommodations are outdated, please submit a request through this [Google Form](#) so the school can apply on your behalf. All PSATs will be administered in a digital format unless a paper version is required through an approved SSD accommodation from the College Board (see [Accommodations for Digital Testing](#)). If you have further questions regarding accommodations, you can call the College Board's SSD office at (609) 771-7137.

Your child will be required to use their SCSD managed Chromebook to take the exam. In order to access the PSAT exam, your child will be required to use a digital application called **Bluebook**. SCSD has downloaded the Bluebook App to all student Chromebooks. You should take the time to become familiar with it before you take the exam. You can find the help document [here](#). On exam day, you will access, complete and submit the PSAT completely online through the Bluebook app.

Your receipt from SchoolPay is your child's admission ticket. Your child must present the admission ticket (receipt), along with a photo ID on the day of the test. Bring two #2 pencils (sharpened) and a Calculator.

Students will not be permitted to go to lockers before the test.

If you have any further questions regarding the PSAT examination, please contact your child's school counselor at: 631- 382-3020

Sincerely,

Kevin Colon

Administrator for Guidance and Related Student Services