

Application Line by Line Instructions PLEASE READ THESE CAREFULLY TO AVOID ERRORS

- 1) **Student Name**—fill this out last name first, making sure that it is the student’s full name with middle initial, which must match exactly the format you use on the SAT or ACT secondary registration form. Otherwise, the company will view each application as two separate students.
- 2) **Mailing Address**—please use your current address. If this address changes, please notify WATS immediately so that we are sure to get you correct materials. This address is critical in sending you the SAT and ACT secondary registration packets, so please write clearly. Some PO boxes cannot accept large (10x14) envelopes, which is what secondary testing materials are sent in for ACT and SAT.
- 3) **Phone Number and Email**—these pieces of info are not shared, but are used in the event that we need to reach you regarding a missing item on the application or a clarity issue with handwriting. Please make sure we can read the phone number and that it is in use. The **email needs to be that of an adult parent/guardian, NOT the student**. We need to get you critical program information like the Interpretive Guide in the spring and Recognition Ceremony information if your student qualifies. As these are attachments, please use a **personal email rather than a work email**, as many work addresses will SPAM large attachments and you will not receive these mailings.
- 4) **Student Identification Information**—you MUST list your student’s gender, birth date, and age. Birth date is a testing company’s primary means of identifying your student and **is a requirement**.
- 5) **Current Grade Level**—for students who skipped grades or are homeschooled, please list the grade level that your student would be placed at in your local school if they were to attend or take the majority of classes at a higher level (as that is then their peer group). Please remember, **students are compared to their grade-level peer group**, so it is important that you record this accurately.
- 6) **Ethnic Description**—this can be an important indicator in the event that we become aware of scholarships for specific populations.
- 7) **Expected Year of Graduation**—please calculate this year (spring), as this determines in what year your records are purged from CBK. WATS scores are archived until high school graduation as a benefit.
- 8) **TEST SELECTION TABLE**
 - A. **Grade**—Make sure your current grade is correct for the test you are choosing. For example, 7th graders cannot take EXPLORE and 5th graders cannot take ACT or SAT.
 - B. **Test and Date**—Choose the test or tests that your student plans to take, then below that test selection, choose the appropriate testing date you are selecting. In the event that you are testing on one of the WATS late testing dates for ACT or SAT (those available to students but not listed on the table), please fill it in below. There are no additional dates for EXPLORE. **Late testing may affect ability to be included in Recognition Ceremonies**. We recommend participating with regular dates.
 - C. **Site Code**—For **EXPLORE**, you are completing a one-step registration, so please identify the correct testing site by looking it up through our website or the ESTS website listed on page 4. Please do not call us for this information—it is very easy to find and is a personal decision. For SAT and ACT, you will list your testing site on the secondary registration bubble sheet that comes in the mail following WATS registration. We cannot enter these codes upon WATS registration for your ACT or SAT testing. Please **check to ensure that the location you choose is offering the test on the date you selected** (not all sites offer testing on every date).
- 9) **WATS Coordinator/School Contact Person**—This is probably the individual who told your son or daughter they qualified to participate or wrote a qualification letter. That individual is often the G/T, TAG, or GATE coordinator at your school or district and works directly with us to identify and register students. If you don’t know who this person is at your school, **ask first**. There may already be someone. Otherwise, you will need to identify the teacher or school personnel person who will be the one receiving your scores if you choose to share that information with the school. You can also recruit this person at your school—if he or she is interested in being a coordinator, we will send materials to that person if listed in this space. **Check the spelling** of that person’s name!
- 10) **School Address**—Please make sure you double-check the mailing address for your school. As this is one of the primary ways we manage our database, it is critical that multiple people at the same location don’t have multiple addresses for your school. **Materials for schools go out by mail**, not email.

You are done with page one—double-check everything before you flip the page over. You are welcome to make photocopies of the application if you do not have an original Bulletin. However, please note there is color stress emphasis in the document to help you navigate. Color Bulletins are available online to consult.



“I learned how to work with time limits, have more confidence when I take this kind of test, and how to think in depth. I actually wasn’t scared when I took it for real!”

- Past WATS Participant



This has been the single most fabulous experience of my son’s life. He felt the coursework was challenging, but appropriate. He loved meeting the kids and the staff. He was so glad to have an opportunity to be “independent” for the first time. I cannot thank you enough for providing this opportunity for my son.

- Summer Programs Family Member

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- 11) **Eligibility**—You must include **ONE OF THE FOLLOWING** stapled to your application:
 - A. A **photocopy of your score report** from a nationally normed, state standardized test (see application for examples) no older than a testing date of December 2008 (**scores written in will not be accepted for qualification to the program**)
 - B. A **letter from your WATS coordinator** that lists your scores on one of the tests from (A) and states that you qualify
 - C. A **photocopy of your WATS scores** from 2009 or 2010—please do not expect us to research these—you must include.
 - D. A recommendation letter from a school counselor, licensed teacher, or home school association official endorsing the student’s participation in the program. This may not be written by a parent.
- 12) **How Did you Hear About WATS?** - Please let us know how you found out about the program. Program awareness really depends on schools and sometimes we need other methods in your area.
- 13) **Additional Information**—
 - A. **Permission to send scores to your school**—This is your decision, NOT the school’s. However, if you choose “NO”, **the school will NOT get information regarding your participation in the test**. In the event that they are recognizing students locally, your student’s name will NOT be included in this release. Your records are protected by FERPA laws. We are not able to release any student, testing, or score information to schools over the phone, in email, or through the mail unless we have permission directly from the family.
 - B. **Permission to release for educational opportunity mailings**—We are occasionally contacted by educational organizations to help them identify students who would qualify for specific programs, schools, or scholarships. This contact would only come by mail and does not oblige you to participate in these opportunities. We carefully screen any organization applying for this information.
 - C. **Income Information**—Although this section is optional, it can really provide us with additional search information in the event that scholarships become available that target certain demographics of the gifted population.
- 14) **Family Contact Information**—Please provide the name or names of parent(s) or legal guardians in the event that we have questions about your application. We need to be able to read these names—do NOT provide a signature here.
- 15) **Certification**—NOW you sign. This is for the parent/guardian and must be completed in order for a student, who is a minor, to participate. While it is exciting that your kid might want to sneak off and take the ACT, we’d rather you are able to cheer for him or her once test day arrives.
- 16) **Fees**— Make out your check to **CNDC CBK**. If you are taking the ACT, send \$43. If you are taking the SAT, send \$43. If you are taking both, send \$43. If you are taking EXPLORE, send \$73. If you are taking EXPLORE and/or SAT and/or ACT, send \$73. **If applying during a WATS late window, do NOT send SAT or ACT late fees to WATS; do send EXPLORE late fees to WATS.** Credit card payment with a minor surcharge can be accepted on our website—however, you **MUST INCLUDE YOUR PAYPAL RECEIPT now**.
- 17) **MAIL**—WATS Application (two sides) with Eligibility stapled to the back. Include the appropriate check. Put your student’s name on the memo line, along with which test the student is taking. Please write separate checks for multiple students. Mail these three things to WATS.
- 18) **WAIT, then register for SAT or ACT or receive your confirmation from EXPLORE**—

For EXPLORE, you will not receive a confirmation until as late as two weeks prior to the test. EXPLORE will send you an admission ticket and some general testing information directly from Iowa. They will also confirm your testing location. If there is a problem with either your testing date or site, CALL EXPLORE at 319-337-1369. WATS cannot make these changes. **For ACT, you will receive an ACT registration packet in the mail from Iowa about 3-5 weeks** after registering with WATS. Please plan for this time lapse! Please note December mailing times lag considerably! Please register early so you are not stuck with late fees! When you receive this packet, which will be in a large ACT envelope, open it. Read through everything. **Follow the instructions provided to register yourself** using WATS codes and information for the test itself. If you do not complete this step, you will not be allowed to test. Now, you pay your ACT fee. You also will enter your testing site, which you probably already looked up online at our website or on the ACT site listed on page 2. You must return this packet to ACT prior to their deadlines as listed on the chart on the last page. Otherwise, you will pay a late fee to ACT in addition to your registration fee. In extreme time crunches, standby testing is available, but is expensive.

For SAT, you will receive an SAT registration packet in the mail from Denver about 3-5 weeks after registering with WATS. Please plan for this time lapse! Please note December mailing times lag considerably! Please register early so you are not stuck with late fees! When you receive this packet, which will be in a large CBK envelope, open it. Read through everything. **Follow the instructions provided to register yourself** using WATS codes and information for the test itself. If you do not complete this step, you will not be allowed to test. Now, you pay your SAT fee. You also will enter your testing site, which you probably already looked up online at our website or on the SAT site listed on page 2. You must return this packet to SAT prior to their deadlines as listed on the chart on the last page. Otherwise, you will pay a late fee to SAT in addition to your registration fee. In extreme time crunches, standby testing is available, but is expensive.
- 19) **Receive your admission ticket**—for all three companies, admission tickets go out within 2-4 weeks of testing. **If you did not get a ticket, you did not get registered properly. Please do not wait to call until the night before, as we will be unable to help.**
- 20) **TEST**—Take your WATS Valid Identification Form with you for ACT/SAT that was in your secondary registration packet. Good luck—5-7 weeks after the test, you will receive your national score report. Do not fret over these scores. In April, we will send you the 2010-2011 WATS Interpretive Guide to help you understand how you did. **We have to wait for all scores to come in before we can release this information for this academic year, which doesn’t happen until late March. Recognition Ceremony qualification also is not determined until early April. We will not have this information prior to April.**

2010-2011 Western Academic Talent Search (WATS)

Center for Bright Kids Regional Talent Center

		STEP ONE (WATS)		STEP TWO (FAMILY)	
ACT	Test Date	WATS Receipt Deadline	WATS LATE Receipt Deadline	ACT Company Receipt Deadline	ACT LATE Receipt Deadline
<i>\$43 Paid to CNDC CBK \$33 Paid later to ACT Late Registration: \$21 Date/Site Change: \$20 Standby Testing: \$41</i>	12/11	10/15	10/25	11/5	11/19
	2/12	12/13	12/27	1/7	1/21
		STEP ONE (WATS)		STEP TWO (FAMILY)	
SAT	Test Date	WATS Receipt Deadline	WATS LATE Receipt Deadline	SAT Company Receipt Deadline	SAT LATE Receipt Deadline
<i>Registration fee: \$43 Paid to CNDC CBK \$47 Paid later to SAT Late registration: \$24 Date/Site Change: \$24 Standby Testing: \$41</i>	12/4	10/15	10/25	11/5	11/19
	1/22	11/23	12/6	12/23	1/7

SINGLE STEP (WATS)			
EXPLORE	Test Date	WATS Receipt Deadline	WATS LATE Receipt Deadline
<i>Registration Fee: \$73 paid to CNDC CBK (\$43 WATS fee + \$30 test fee) Late Registration: \$20 Date/Site Change: \$19 No Standby Testing</i>	1/22	12/20	1/3
	2/19	1/7	1/28

Please remember that the **ACT and SAT are a two-step registration** process. Participants must meet the WATS deadlines **FIRST**, then are responsible for making the test company deadlines – **watch the mail for registration packets**. Late testing dates are available, but **will not qualify** students for State Recognition Ceremonies (SAT 3/12 & 5/7; ACT 4/9). The **EXPLORE is a one-step** process with WATS deadlines only.

For example, in order to take the February 12th ACT, students must submit a **WATS application to CBK** before December 13th. **ACT materials will then be mailed to the family**, who must complete them using the Talent Search codes and then **send ACT materials directly to ACT** before January 7th. CBK cannot be held responsible for postal service delays or delivery errors. CBK makes every effort to process registrations and return secondary ACT and SAT packets within 2 weeks. Please plan ahead for December mailing delays. The WATS fee is nonrefundable.