

SCORING TIPS

ACCURATE SCORING IS DEPENDENT ON:

- Using an appropriate marking instrument.
(A #2 pencil gives the best results.)
- A clear mark.
(The mark should be dark, filling the space.)
- Erasures should be clean.
(Incomplete erasures are read as a mark.)
- Only one answer should be marked clearly.
Should two answers be marked for a question, the question is counted as incorrect and no credit is given for that question.
- Marks should fill the box.
Answers should never be marked by circling the correct letter, or drawing a square around it, or placing a check over it.
- Marks should be directly on the correct letter.
(Marks placed too high, too low, or too far to the right or left are not read by the scanner.)

**EVERY ANSWER SHEET MUST HAVE THE
“STUDENT IDENTIFICATION NUMBER” AND “NAME.”**