

October 9, 2009

Dear Moderator,

Enclosed you should find a copy of the Round One exam, a copy of the answer sheet, and a copy of the instruction sheet. Make as many copies of these sheets as you need. Please give the exam between October 16 and October 31, inclusive.

Student Mathematics League policies require that the exam be given only once within the October 16 through October 31 window. No student may enter the testing room and begin taking the exam once anyone has left the room. Each student is limited to 60 minutes, which means the longest block of time for test administration is two hours (that is, a student may enter the room at end of the first hour, during which no one has left the room, and begin taking the test). Exams are to be collected following administration of the exam and may not be returned to the students until after November 2.

I will send the answer key by email attachment during the week of November 2. If you do not receive it by November 9, please email me at one of the addresses given at the end of this letter. Detailed instructions about grading and reporting your college's scores will be sent to you then.

Important Note #1: Please verify that you can open and print the test and that all necessary symbols are visible, but do not read the questions before test day on your campus. This will help eliminate even unconscious hints you may give students before the test.

Important Note #2: Please save us all a lot of time by making sure that each student indicates on the answer key whether or not they have a 2-year or higher degree from anywhere in the world. If they do have a degree, their score (when it is calculated) can NOT be used in your team score.

Important Note #3: Please make sure that each student taking the test at your college is indeed a student at your college. At larger schools where the moderator may not recognize all the test-takers, this will necessitate checking IDs.

Important Note #4: This is already noted on the instruction sheet, but please make sure that students do not have access to their cell phones during the test. Text messaging the answer to a multiple-choice question is a very easy thing to do.

Thanks for your support of the Student Mathematics League and good luck to all your students in Round One!

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