

# CANDIDATE'S INFORMATION BULLETIN

CANDIDATES AND PARENTS SHOULD READ THIS BULLETIN CAREFULLY

## WHAT IS CSTP?

The Co-operative Scholarship Testing Program (CSTP) is an Australia wide annual program of academic ability tests used by independent schools to select students for the award of a scholarship. The Australian Council for Educational Research\* (ACER) produces these tests, supplies them to schools, marks candidates' papers, and reports results to the schools. Individual schools make their own awards to candidates who register with them.

Candidates may register for more than one school and sit for only one set of tests on the day. The candidate's results will be forwarded to each school (ACER does not report results to candidates). Candidates must contact the school to register, not ACER. **A separate registration form, and registration fee, must be submitted to each school to which you apply.** Some schools will also offer online candidate registration in 2004. A list of schools participating for 2004 with links to individual school websites can be viewed at [www.acer.edu.au](http://www.acer.edu.au).

## The test date

The CSTP Policy Advisory Committee, representing the participating schools, has set the test date for:

**SATURDAY, 1 MAY 2004**



## WHERE SHOULD CANDIDATES SIT THE TESTS?

If you are applying for one school only then this school will be your examination centre. If you are applying for more than one school, you must first list in order of preference, all the schools to which you are applying. The first preference school will then become your examination centre. Exceptions to this are listed below.

## Confirmation of registration

Candidates will not get a letter of confirmation from ACER after registering with a school. This applies to candidates who have applied to a school locally, or a school mentioned in the Exceptions 1 or 2. Candidates are expected to check with the school they have recorded as the examination centre and confirm the address, the time of attendance, and where to report on examination day.

## Exceptions

- Capital city candidates** applying to schools in another state or a school in the country may do the tests locally as long as that school is an official examination centre. (A list of school examination centres is available from schools or can be viewed at ACER's website at [www.acer.edu.au](http://www.acer.edu.au)).

**The candidate must contact the school applied to, and the school selected as the examination centre, to confirm this arrangement. Candidates are expected to confirm the address of the school, and details concerning the time of the examination, themselves.**

- Country candidates** applying for distant schools may sit at a school in a nearby town or city as long as that school is an official examination centre. See 'Capital city candidates' under 'Exceptions' for details concerning examination centre arrangements.
- Country and overseas candidates** may sit at one of the examination centres set up by ACER in the towns and cities listed below. Several days before the examination, candidates at these centres will receive a letter from ACER supplying the supervisor's name, and address of the centre. This letter must be shown to the supervisor on the day of the examination.

Additional ACER country centres may be requested in certain circumstances. Such requests must be received at ACER by 26 March 2004 at the latest. The name, address, phone, fax and email details of a supervisor with suitable teaching qualifications must be given with the request. The proposed supervisor should not be the candidates' current teachers, related to the candidates, or coaching the candidates for the CSTP.

### NEW SOUTH WALES

Bourke  
Condobolin  
Dubbo  
Hay  
Merimbula  
Moree  
Nyngan  
Wagga Wagga  
Walgett

### QUEENSLAND

Charleville  
Emerald  
Goondiwindi  
Longreach  
Mackay  
Miles  
Mount Isa  
Richmond  
Roma  
St George  
Toowoomba  
VICTORIA  
Horsham  
Mildura  
Swan Hill

### NORTHERN TERRITORY

Darwin  
Nhulunbuy

### SOUTH AUSTRALIA

Naracoorte  
Port Augusta

### WESTERN AUSTRALIA

Broome  
Carnarvon  
Esperance  
Kalgoorlie  
Karratha  
Kununurra  
Newman  
Port Hedland  
Tom Price  
Watheroo

### HONG KONG

### KUALA LUMPUR

### LONDON

### PORT MORESBY

### SINGAPORE

\* The Australian Council for Educational Research (ACER) is an independent national research and development organisation.

**4 Special centres in Australia.** Candidates living over 200 kilometres from their nearest school or ACER Centre (see Examination Centres list) may request a Special Examination Centre. The candidate's parents or guardian should find an appropriate supervisor and test site for the candidate to take the test on the same day as candidates elsewhere in Australia. **Requests in the first instance should be made to the school and are not automatically granted by ACER.** The school should forward the request to ACER at least one week before deadline for registrations with a late fee (i.e. **by 26 March 2004 at the latest**). The supervisor should be a teacher or person who has experience in exam supervision and not the candidate's current teacher, related to the candidate, or coaching the candidate for the CSTP. The name, address, phone, fax and email details of the proposed supervisor should be recorded on the registration form. Any costs associated with supervision will be the responsibility of the candidate.

**5 Special centres overseas.** Candidates living overseas, or who are on a short-term overseas exchange, are expected to attend an ACER examination centre in one of the cities listed on page 1. If a candidate is not able to attend one of the listed overseas centres a special examination centre may be approved. **Requests in the first instance should be made to the school and are not automatically granted by ACER.** The school should forward the request to ACER at least two weeks before the deadline for registrations (i.e. by 26 March 2004 at the latest). The supervisor should be a teacher or person who has experience in exam supervision and not the candidate's current teacher, related to the candidate, or coaching the candidate for the CSTP. The name, address, phone, fax and email details of the proposed supervisor should be recorded on the registration form. ACER will advise the candidate if the request is approved. Any costs associated with supervision will be the responsibility of the candidate.



## FILLING IN THE PAPER AND PEN REGISTRATION FORM

*Please read these instructions carefully then complete both sides of the ACER Registration Form.*

### ACER registration form

Use a medium-soft HB or No. 2 pencil to complete the front section (bubble grid) of the Registration Form. As a scanning machine will read this part of the form it is important to use only a pencil and print carefully. The reverse side of the Registration Form can be completed in ink. Complete the form according to the instructions below.

- Using a pencil print the candidate's surname (family name), first given name, then second given name, across the top of each section, one letter in each box. Then mark the corresponding letter in each column on the grid. Hyphens and spaces can be used but apostrophes should be omitted. Please see 'Example' on the Registration Form.

- Candidate's current year**

Complete for your year at school in 2004.

- Sex**

Mark the relevant box.

- Payment**

Candidates must submit a separate registration form and registration fee to each school for which they apply.

Each school determines its own fee. (Check the information sent by the school for the amount payable.) Fees should be made payable to the school.

In all cases candidates will mark the Basic Registration Fee. If you submitted your registration after the deadline set by the school you will also pay a **Late Registration Surcharge**. **SOME SCHOOLS DO NOT ALLOW LATE REGISTRATIONS.** Candidates who will sit the tests overseas pay the Overseas Surcharge. This fee is a once only payment made to the first preference school and is in addition to the basic registration fee.

- Scholarship level applied for**

**Level 1** students sit the test in their final year of primary school during 2004 for entry into first year of secondary in 2005 (entry into Year 7 in NSW, ACT, TAS and VIC or Year 8 in QLD, SA and WA).

**Level 2** students sit the test in their second year of secondary schooling during 2004 for entry into third year of secondary in 2005 (entry into Year 9 in NSW, ACT, TAS and VIC or Year 10 in QLD, SA and WA).

**Level 3** students sit the test during Year 10 in 2004 (all states). **Please check that the scholarship level you are applying for is offered by this school. Not all schools offer all levels.**

- Telephone number**

Write your telephone number across the top of this section then mark the relevant boxes on the grid below. Remember to include your area code and, if overseas, your country code.

- Date of birth**

Write your birth date across the top of this section, then mark the day, month and year on the grid below. Enter a zero before any single digit days. For example, 8 May 1990 would be marked 08 May 1990. Remember to write the year you were born, NOT this current year.

- Home postcode**

Write the postcode of your home address in the first four boxes and then mark the corresponding numbers on the grid below. Seven boxes have been allowed in this section for those with overseas postcodes.

**Turn over the sheet and fill out the remaining sections using BLOCK LETTERS.**

**Some of the information is repeated from the first side. ACER needs both so please fill out sections A, B, C, D. Section E should only be completed if applying for a Special Centre in Australia or overseas.**

## Section A – Candidate details

- **Surname**

Write the candidate's surname (family name).

- **First name**

Write the candidate's first name (given name).

- **Current school**

Write the name of the school you are attending this year.

- **Religious denomination**

Write the religious denomination you identify with, where applicable. Some independent schools require this information. Should you have a concern about supplying this information you should check with the school/s to which you apply as to whether they require this information.

### School applied for

Write the name of the school to which you are submitting this registration form.

- **Town/city**

Write the town or city where your school applied for is located.

## Section B – Examination centre

Write the name of the school or centre where you intend to sit the test. If you are applying for one school only then this will be the same as the school applied for above. If you are applying for more than one school, the school you have chosen as your first preference school will be your examination centre. For some candidates the examination centre will be an established ACER Centre (either Country Australia or Overseas) or another participating school (see Exceptions 1, 2 and 3 on the front page of this bulletin).

You must write the same examination centre on every registration form you complete. Do not leave this section blank or you will be directed to a centre that may not be convenient to you.

## Section C – School preference

With a medium-soft HB pencil mark the oval corresponding to the preference you are giving to the school applied for on this form. Next, list in order of preference all schools for which you are applying, including this school.

- You must submit a separate registration form to each of these schools.
- You must list the schools in the same order of preference on every registration form.
- The order of preference determines the order in which schools make their offers of scholarships. Schools take exception to offering a scholarship only to find that the candidate has also listed other schools as 'first preference'.

## Section D – Parent/guardian details

Write the name and contact details of one (or both) parents or guardian. Please use block capitals for all information other than signature.

## Section E – Special centre request

See Exceptions 3, 4 & 5 on the first and second page of this bulletin.



## SUBMITTING YOUR REGISTRATION FORM

**Before submitting the registration form please check that you do the following:**

- Make sure that both sides of the Registration Form have been completed.
- If you are registering for more than one school, make sure that the name and address details, the preference listing of schools and the examination centre are the same each time.
- Photocopy both sides of the Registration Form. This is your record of the details included on your registration.
- Send to the School applied for on this form:
  - the Registration Form
  - the registration fee
- Do not send the Registration Form to ACER.



## CLOSING DATE FOR LODGING REGISTRATIONS WITH THE SCHOOL

The actual date for the close of registrations will vary slightly from school to school. Make sure you know the closing date for registrations set by all schools to which you have applied. Registrations received by schools after Friday 2 April 2004 will incur a late fee surcharge of \$90 (inc. GST) in addition to the Basic Registration Fee.

Early lodgement of registrations will be appreciated.



## CHANGING EXAMINATION CENTRES

Transfer to another centre after the closing date will only be possible under exceptional circumstances, and then only if examination papers are available at the new centre. ACER and the schools concerned must approve transfers. Please contact the school applied for in the first instance.



## PROCEDURE ON EXAMINATION DAY

- You must report to the examination centre no later than 8.45 am
- Bring two black or blue pens.
- Two HB or B pencils.
- A good eraser.
- You may bring something to eat during the break between Test 2 and Test 3.

## Written Expression (25 minutes)

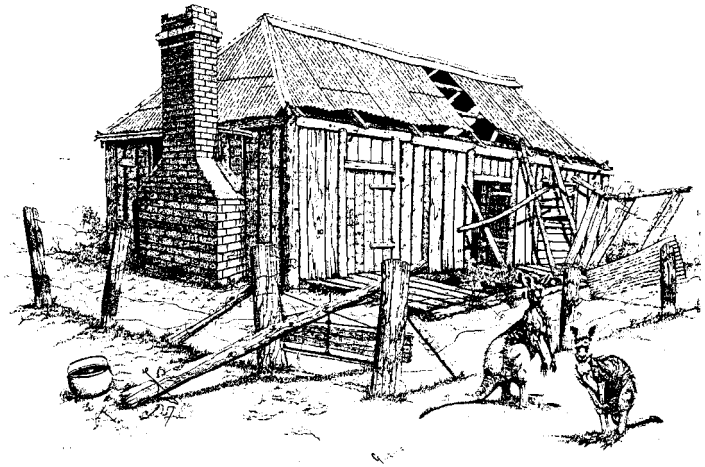
Two topics for writing will be set, and in the 25 minutes allowed you will have time to plan and edit your writing. The task will be to write on a set topic. What you write can be imaginary or based on real events. You may write in the form of a story, a letter, or a poem. Most importantly it should be short, lively, and interesting to read. Your writing will be assessed on what you have to say, how well you organise your thoughts, and how well you express yourself. Below is an example of an ACER writing task.

Use the picture on the right as the basis for a piece of writing.

Write about something that happened or might have happened.

You can write about yourself and people you know, or about imaginary characters and events.

Your writing will be judged on the kind of situations, characters, events and feelings that you present, and on how well you express yourself and engage the interest of the reader



## Mathematics (40 minutes)

In this test you will have to answer questions about the mathematics you have learnt and solve problems using the information provided in the question. There are no difficult calculations to perform. Calculators are not required and are not to be used.

Questions are answered by selecting the correct answer from the choices provided.

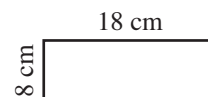
- 1 The sum of the greatest and smallest of the numbers 217, 9, 63 and 14 is
- A 23                                      C 226  
B 72                                         D 280

The numbers to be added are 217 and 9 and their sum is 226, so you would mark C on your answer sheet.

- 2 What is the length of a pin two-fifths as long as a pin 4 centimetres (cm) long?
- A  $\frac{5}{8}$  cm                                      C  $1\frac{3}{5}$  cm  
B  $\frac{4}{5}$  cm                                         D 2 cm

The answer is  $1\frac{3}{5}$  cm, so you would mark C on your answer sheet.

- 3 How many odd numbers less than 50 are exactly divisible by 3?
- A 7    C 16  
B 8    D 25
- 4 The diagram represents a rectangle 18 cm by 8 cm. How long is the side of a square the same area as this rectangle?



- A 9 cm                                         C 13 cm  
B 12 cm                                        D 16 cm
- 5 Two dolphins were swimming. The first dolphin swam for  $\frac{1}{2}$  an hour at a certain speed. The second dolphin swam for one hour at half the speed of the first dolphin. The first dolphin swam
- A the same distance as the second dolphin.  
B half as far as the second dolphin.  
C twice as far as the second dolphin.  
D four times as far as the second dolphin.
- 6 A pattern is to be formed from four square pieces of cardboard, each with a perimeter of 4 cm. Each piece of cardboard must touch at least one other piece of cardboard. What is the longest perimeter of a pattern which can be formed from the four pieces of cardboard?
- A 8 cm                                         C 12 cm  
B 10 cm                                        D 16 cm

## Reading and Viewing (40 minutes)

This test asks you to look at written and visual material and answer questions about it. The material will be presented in a variety of forms such as informative writing, poems, stories, diagrams, cartoons or drawings.

All the information you need to answer the questions will be printed in the stimulus material to which the questions refer. The test has several units with a number of questions in each unit.

Here is a practice example:

*The following passage was written by a man who works with a film unit which photographs animals in different parts of the world.*

In the middle of the watering place, like a huge boulder rolled down through a furrow in the mud, the bulk of a gigantic tortoise loomed out of the dusk. At last, a giant galapago in its natural surroundings! I stood amazed in the presence of this prehistoric bulk which rose like a black island from the depths of the mud.

It moved. A tiny head, attached to the hump by a snake-like neck, looked up, and bright brown eyes set in wrinkled skin watched us keenly. Apparently the tortoise did not like what he saw – man his enemy – and with a slow deliberate movement he raised himself up in the mud and began to crawl away.

Five hundred pounds,<sup>1</sup> three hundred years old, the oldest living animal: facts and figures ran through my mind. To list his dimensions would do nothing to describe the galapago. It was the massive bulk, the bearing of age, the ancient reptilian world that he represented, which impressed me.

The high-domed shell wobbled away, supported by feet like cut-off stovepipes. He ploughed through the bush, dragging a long streamer of jungle vine that was hooked under his shell, crushing the grass, and leaving a wake of trampled undergrowth. His breathing could be heard clearly fifty feet<sup>2</sup> away. The slowness of prehistoric ages was in his step. He was a symbol of the ancient islands. Undisturbed, he would live to an even greater age. He moved slowly – and why not? He had plenty of time.

A scarlet flycatcher, delicate and finely plumaged, sat on a vine above him, watching him pass, and then darted off in a brilliant flash to catch an insect. It returned to perch on the slowly wobbling carapace of the moving tortoise.

I realised that we had cut our way into the last hidden sanctuary of the giant tortoise. It was a sanctuary where we did not belong.

<sup>1</sup> 500 pounds: about 135 kilograms

<sup>2</sup> 50 feet: about 17 metres

- 1 To the writer, the most interesting thing about the tortoise was that it
- A was the largest example of the species.
  - B was a living representative of a past age.
  - C moved with such ponderous dignity.
  - D had never before been confronted by a human being.

- 2 In the first paragraph, the writer conveys his initial impression of the tortoise mainly by
- A concentrating on his own startled reactions.
  - B comparing it with large solid objects.
  - C contrasting the dark colouration of the tortoise with the lighter surroundings.
  - D using scientific language to give an accurate picture of the tortoise.
- 3 The writer uses the description of the flycatcher mainly to
- A point out the contrast between the two creatures.
  - B emphasise how insensitive the tortoise was to external influences.
  - C show the untouched beauty of the sanctuary.
  - D illustrate the friendly nature of the tortoise.
- 4 The tortoise moved along in a manner that was
- A careful and quiet.
  - B precarious and uncertain.
  - C slow but threatening.
  - D lumbering and determined.
- 5 The writer's feelings about finding the tortoise seem to change during the passage.

Which one of the following pairs of phrases best describes how he felt at the beginning and at the end of the passage?

	<i>beginning</i>	<i>end</i>
A	concern that the tortoise might not appear	certainty that he had made a great discovery
B	fascination with the physical characteristics of the animal	regret that he would not be able to capture the animal
C	excitement about the emergence of the tortoise	recognition that man was an intruder
D	apprehension that his hiding place would be discovered	relief that he would be able to escape from the situation

### Answers to the Mathematics practice examples

1C 2C 3B 4B 5A 6D

### Answers to the Reading and Viewing practice examples

1B 2A 3A 4D 5C

## MARKING YOUR ANSWERS

A special answer sheet is provided for the Humanities, and the Mathematics/Science tests. For each question there are four small ovals labelled **A**, **B**, **C** and **D**. Record your answer to each question by marking the oval of your choice with your pencil.

*Example* (Answer 'B' selected)



If you wish to change an answer, erase it completely and mark the oval corresponding to your new answer.

Note these important points:

- You require a good quality pencil eraser.
- Use only HB or B pencil.
- Do not make any marks on the answer sheet other than in the designated areas.
- Never use ink, ballpoint pen, felt pen or fine-leaded propelling pencil on any part of your answer sheet.

## REFUND OF REGISTRATION FEE

Only under the most exceptional situations will a refund of the registration fee be considered. If a refund is awarded, a deduction will be made for administrative and clerical processing.

## WHAT WILL HAPPEN TO YOUR PERSONAL INFORMATION?

ACER will not disclose your personal information to any third party other than the school or schools with whom you registered.

ACER may use your test results for subsequent research related to the CSTP Program. Names will be separated from data in all cases.

Should you wish to find out how to access your personal information you can do so by visiting the ACER Website: [www.acer.edu.au](http://www.acer.edu.au) and referring to the section 'Privacy' in the School Testing section of the Website.

## THE TEST TIMETABLE

There will be four separate tests. The time allowed for each, and the order in which they will be taken are as follows:

1	Written Expression (CSTP level 1, level 2 and level 3)	25 minutes
2	Humanities – Comprehension and Interpretation (CSTP level 1, level 2 and level 3)	40 minutes
3	Mathematics (CSTP level 1) Mathematics and Science (CSTP level 2 and level 3)	40 minutes 40 minutes
4	Written Expression (CSTP level 1, level 2 and level 3)	25 minutes

The actual times at which the first test starts and the last test finishes depend on the school. A break will be allowed between tests. Candidates who arrive late for the first test will be admitted only at the discretion of the supervisor.

## HOW TO DO YOUR BEST IN THE EXAMINATION

Pay clear attention when the Supervisor addresses the candidates and shows you where to record your answers to each test.

Read the instructions on the front cover of each test carefully. It is important for you to read each test question carefully before you start answering it.

Do not rush or you may make careless mistakes. Work steadily. If you find one question too difficult do not spend a long time on it. Leave it out but be sure you mark your next answer against the right question. Every question is of equal value for scoring marks.

If you have four alternative answers to choose from, and you are sure two of them are wrong but cannot make up your mind about the other two, mark the letter of the answer you think most likely to be correct. You may have time to come back and think about the question again but in the meantime you have done the best you can. No marks will be deducted for incorrect answers.

The tests are not meant to be easy. Although the questions are difficult they do not require factual information beyond the last year of primary school. You need to be able to think about what you have learnt and apply this knowledge in new situations. This ability is developed over a long period of time as the combined result of sound methods on the part of the teacher and interest and effort on behalf of the pupil.

Do not worry if you know you have left questions out and cannot finish. Many others may also find the tests hard.

If you do reach the end of a test, look back over your work. You may have left out some questions, or wish to change some of your answers.

# ORDER FORM

### Mail to

ACER Assessment Services  
CSTP  
Private Bag 55  
CAMBERWELL VIC 3124

### You may pay by

- credit card (Bankcard, Visa, Mastercard or American Express)
- cheque
- money order

If you pay by credit card, complete the card details on the form below. If you pay by either cheque or money order, make it payable to ACER-CSTP and print your name and address on the back.

Name.....

Street.....

Town.....

State..... Postcode.....

Telephone .....

### Quantity

Sample Collection of Questions Vol. 1 .....

Sample Collection of Questions Vol. 1 .....

Price \$15.00 (Inc GST) per volume  
(includes P&H)

### Payment method

- Cheque (Make cheques payable to ACER-CSTP and print your name and address on the back)
- Post office money order (Make money order payable to ACER-CSTP)
- Credit card

### Cardholder details

Name.....

### Type of card

- Bankcard     Visa     Mastercard     AMEX

Credit card number

Card expiry date .....

Cardholder's signature.....



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