

COOP/HSP T

STUDENT HANDBOOK 2023-2024



Archdiocese of Newark



Diocese of Paterson

NOTICE TO PARENTS

Please read this entire handbook and follow directions carefully. If the student attends a participating Catholic elementary school (pp. 19-20), follow the registration directions given by the school. Please take special note of the test application and extended time application deadlines. The extended time paper application must be submitted separately from the COOP online test registration by OCTOBER 18. NO EXCEPTIONS.

CONTENTS

IMPORTANT INFORMATION	1
IMPORTANT DATES	2
SOME THINGS TO KNOW	3
ONLINE REGISTRATION	4
ADMISSION TO THE EXAMINATION	5
MAKE-UP TEST	5
LEARNING ABOUT AND SELECTING HIGH SCHOOLS	6
NINTH GRADE APPLICANT RECORD INFORMATION	6
HSPT SCORES DISTRIBUTION	6
WALK-IN STUDENTS	7
INSTRUCTIONS FOR COMPLETING THE NINTH GRADE APPLICANT RECORD	8
NINTH GRADE APPLICANT RECORD	9-10
ELIGIBILITY FORM FOR STUDENTS NEEDING EXTENDED TESTING TIME	11
PARTICIPATING HIGH SCHOOLS (Schools you want to attend)	12-13
TEST SITE HIGH SCHOOLS	14-15
REGISTRATION INFORMATION WORKSHEET	16
SAMPLE ADMISSION LETTER	17
SAMPLE REGISTRATION RECEIPT	18
PARTICIPATING ELEMENTARY SCHOOLS	19-20

IMPORTANT INFORMATION

The COOP program will continue to use the HSPT® as the examination. More information about HSPT® content can be found on the website **ststesting.com**. Click on “HSPT® Parents’ Resource” icon. Scholastic Testing Service (STS®) will supply all testing materials, score the test, and provide score reports to schools and parents. **Please read the policy for students applying to or taking tests outside of participating high schools in the COOP program on page 6.** Documents will be available no later than September 1, 2023, online only, at **njcoopexam.org**. Online registration begins September 1, 2023. The Registration Worksheet can be used as a preparation document before the online process is begun.

All questions regarding registration should be directed to NJCOOPEXAM at support@njcoopexam.org or the COOP Help Desk at 888-921-2667.

**Archdiocese of Newark/Diocese of Paterson
2023-2024 Cooperative Admissions HSPT Testing Program**

IMPORTANT DATES

September 1, 2023	On-line registration for the November 10, 2023 HSPT opens at www.njcoopexam.org
September 21, 2023	Deadline for Catholic school 8 th grade students to submit to their elementary school any information requested by the school for HSPT registration
October 7, 2023	Deadline for participating Catholic elementary schools to complete student registrations and for students attending participating Catholic elementary schools to register online individually if instructed by the school
October 18, 2023	Last day for those seeking approval for extended testing time to submit the “Eligibility Form for Extended Testing Time” and required documentation. See the Eligibility Form for information about returning the completed form. Students applying for extended time must complete the HSPT registration process by October 8, 2023 for students attending participating Catholic elementary schools. All others must register by October 28, 2023.
October 28, 2023	Last day to register for the November 10, 2023 HSPT
Nov. 1 – Nov. 8, 2023	Test site admission letters distributed. Students attending participating Catholic elementary schools will receive the letters from the school. All others will receive the letters by email.
November 10, 2023	HSPT administered to students (8:00 a.m.–11:45 a.m.) For students with extended time accommodation (8:00 a.m.-1:00 p.m.)
November 18, 2023	Makeup test date at designated testing sites (8:00 a.m.-11:45 a.m.) For students with extended time accommodation (8:00 a.m.-1:00 p.m.)
December 4, 2023	Ninth Grade Applicant Records due in high schools
January 10, 2024	Scholastic Testing Services distributes HSPT results to students
January 12, 2024	High School decision notifications sent to applicants

SOME THINGS TO KNOW

- **What is the purpose of the examination?**

The examination provides objective information about eighth-grade students applying to the high school admissions program. Catholic high schools use the examination for making decisions about applicants.

- **What does the examination measure?**

The HSPT® provides national normative measures in the following cognitive and basic skills areas: verbal and quantitative skills, reading, mathematics, and language. Additional information about the HSPT® can be found at www.ststesting.com. Click on the HSPT® link.

- **How much does it cost to take the examination?**

The fee is \$70.00 for registered students, nonrefundable.

- **How many times may a student take the examination?**

A student may take the HSPT® for the COOP Admissions Program only **once**.

- **What information will be provided to parents/guardians concerning student scores?**

A paper Home Report will be sent from participating Catholic elementary schools. All others will receive reports by USPS from STS Testing.

- **Calculators, cell phones, and other electronic equipment are not allowed during testing.**

- **What accommodation is made for students with special needs?**

Due to the nature of the testing, the only accommodation made will be extended testing time. An Eligibility Form for Students Needing Extended Time is available as a separate document on the website www.njcoopexam.org. Print the document, fill it out completely, and return it with a copy of supporting documentation to the name and address listed at the top of the form. **All materials sent by USPS or other common carrier must be postmarked by October 18, 2023. Materials may also be delivered in person by 2:00 p.m. at the appropriate office listed on the application. Email and fax are not permitted.**

Extended testing time is not available for the November 10 examination at the following schools:

147 – Mary Help of Christians

814 – St. Benedict's Preparatory Academy

818 – Lacordaire Academy

830 – Mother Seton Regional

Extended testing time will be available at most make-up sites. Check the website for updated information.

Submitting the Extended Time application does not register the student. The student must register online by the school or parent.

- **What about students applying to a grade other than ninth grade?**

These students should apply directly to the high school.

ONLINE REGISTRATION

- Type **njcoopexam.org** in the browser bar.
- Select “Online Application Registration.”
- Read the instruction page and click on the bottom button to begin.
- Select “Single Student Registration” or “Multiple Students Registration.” “Multiple...” should be used to register twins or multiples using one credit card payment for all students.
- Select “Select Current 8th Grade School.” Any school name not on the drop-down list is *999.
- Students choosing participating elementary school test sites in the Archdiocese of Newark and Diocese of Paterson will see the elementary school as the test site.
- Students choosing *999, 928, 929, 616, 619, or 622 will choose three test sites (required). Most students will be assigned to the first choice test site. **Remember, these choices indicate the school at which the student would like to take the test.** It does not have to be a school to which the student is applying. Information submitted by the student on the test day will indicate the high schools to which HSPT® scores should be sent in non-preference order.
- Fill in all student information. Fields indicated by a red * are required fields. Phone: enter numbers only- no spaces or dashes. A valid parent email is required and will only be used to contact you if there is a question about the registration and to send HSPT® admission letters to some students. It will not be shared with anyone but school personnel directly involved with the COOP and HSPT® program.
- **Participating Catholic School 8th grade students. School will be listed as testing site.**
 - **Single Registration:** Click “Add Student to List.”
 - **Multiple Registrations (ex. twins):** If adding another student, repeat the process until all students have been entered.
- **ALL OTHERS choosing *999, 928, 929, 616, 619 or 622 as an elementary school:**
 - **Single Registration:** Click “... Select Test Sites.” Click buttons next to schools for 1st, 2nd, and 3rd choices. Click “Select Test Sites.”
 - **Multiple Registrations (ex. twins):** Click “... Select Test Sites.” Click buttons next to test sites for 1st, 2nd, and 3rd choices. Click “Select Test Sites.” Click “Add Student to List.” If adding another student, repeat the process until all students have been entered.
- The student name(s) will be listed. Clicking on the pencil icon next to the name will allow you to edit student information. Clicking on the “X” icon will delete the student. Click the “Update Student” if changes have been made. Test sites can also be changed.
- When all information is correct click “Proceed to Final Review.”
- Be sure all information is correct on the Final Review Screen. If not, click “Go Back and Edit.” If correct, click the “All information...” box and then the “Proceed to Payment Checkout”.
- **When the Payment Checkout page is displayed, all student data has been saved, but the student is not registered until payment has been made and the receipt has been displayed.**
- Enter all credit card information. American Express, MasterCard, Visa, and Discover are all accepted. Some gift cards may not be accepted. Click “Finalize & Process Credit Card.” Enter your email address if you want an email receipt. This is not a required field. Receipts will be sent from support@njcoopexam.org.
- If successful, you will see the receipt page (Sample on page 18 of this manual). Print for your records.
- Call the COOP Help Desk at 888-921-2667 if you experience any problems.

ADMISSION TO THE EXAMINATION

You should receive your test admission letter according to the dates on page 2. Admission letters will be sent by **email** to all students registered as elementary school *999, 928, and 929. Please add support@njcoopexam.org to your address book to be sure it is delivered to your inbox. Please check your junk or spam email before requesting a replacement admission letter. Students in participating Catholic elementary schools will receive admission letters from the elementary school. You must present the letter at your test site on the day of the examination. Your COOP admission letter will look like the sample on page 17. A “Code 5” in the upper right corner indicates the student will receive extended time. **Note:** Your test site may not necessarily be the same as the school you wish to attend in the fall.

Before the day of the test, make sure you know where your test site is located and exactly how much time you will need to reach it. You should arrive at the test site at 8:00 a.m. to check in. The examination starts promptly at 8:30 a.m. Starting times may change slightly due to unforeseen circumstances. If you arrive at the school test site after the examination has started, you cannot be admitted and will have to take the exam on the makeup test day – Saturday, November 18, 2023. An additional \$10.00 fee will be charged.

At the bottom of the Test Admission Letter are three spaces in which to enter the names and code numbers of a maximum of three high school choices. **Choices are not in preference order.** See the section called **Learning About and Selecting High Schools** on page 6. The signature line should be filled in by a parent or guardian to show agreement with your choices.

Report any corrections **immediately** by sending an email to support@njcoopexam.org. Put “Corrections” in the subject line. Put the student’s name, date of birth, and Student ID number from the Test Admission Letter, and any corrections in the body of the email. Corrections cannot be made by telephone or after October 30, 2023. You will be informed by return email that the correction was made. In most cases issuing a new test admission letter will not be necessary.

If you lose your admission letter or have not received one by Monday, November 6, send an email to support@njcoopexam.org. Put “ticket” in the subject line and the student’s name and date of birth in the body. Also include a telephone number so we can contact you if there is a problem with the registration. A test site admission letter will be sent from support@njcoopexam.org by return email if the student is registered. If you do not have access to email, call the COOP Help Desk at 888-921-2667 and press zero to speak with a representative. If the student is registered, you will receive test site information. Test sites have rosters of registered students, so they will be expecting the student.

MAKEUP TEST FOR REGISTERED STUDENTS

Registered students with a Student ID number unable to take the test for any reason on November 10, do not have to call the school or the COOP Help Desk. A makeup test will be administered on Saturday, November 18, 2023, at designated testing sites. Makeup sites will be posted on the Website njcoopexam.org no later than November 10. Beginning Monday, November 13, call the makeup test site where you will be taking the test and let them know that you are a registered student who will be taking the HSPT® test. Have your Student ID number ready if needed. Your test admission letter will admit you to any makeup site. **There is a \$10.00 makeup fee that can be paid in cash or by a check made payable to the test site school.** Granted extended time accommodations will be available at all makeup sites.

LEARNING ABOUT AND SELECTING HIGH SCHOOLS

- 1) The student and parents should make a list of the important considerations in choosing a high school and use the list in determining which high schools are a “good match”.
- 2) Gather more information about the schools that interest you. Contact the admissions office or visit the school’s website.
- 3) Visit the school. Take advantage of opportunities for in-person or virtual tours and events for prospective applicants.
- 4) Find out about admissions requirements for the schools to which you want to apply. Since many students are interested in Catholic education, it is necessary to meet all deadlines set by the individual high schools.

NINTH GRADE APPLICANT RECORD

The Ninth Grade Applicant Record form is a very important part of the Cooperative Admissions Program. The Ninth Grade Applicant Record gives the student’s current school permission to provide the student’s selected high schools with a copy of the student’s school record. The Ninth Grade Applicant Record gives the student the opportunity to indicate where the records will be sent. Schools are not in choice order.

The Ninth Grade Applicant Record form can be downloaded from www.njcoopexam.org. The student’s parent or guardian completes the *Permission for Release of Records* section, the *Student Information* section, and the *High School Choice* section of this form. The student gives the signed form to the 8th grade teacher, counselor, or principal at the student’s current school no later than **November 5**. The appropriate staff member at the student’s current school fills in the *School Record Information* section and *Student Performance* section, signs the form on the bottom of page 2, and makes a copy for each of the student’s high school choices. The student’s current school should mail a copy of the completed Ninth Grade Applicant Record form, along with a copy of the student’s cumulative record and standardized testing scores, **to each of student’s high school choices**. The elementary school is responsible for making sure the designated high schools receive the completed Ninth Grade Applicant Record no later than **December 4, 2023**. It is important that the high schools receive all information requested in the School Record Information section of the Ninth Grade Applicant Record, along with a copy of the student’s standardized test results. See pages 12 and 13 for a listing of participating high schools. High schools will notify applicants of admissions decisions on **January 12, 2024**.

HSPT[®] SCORES WILL BE DISTRIBUTED TO COOP-PARTICIPATING HIGH SCHOOLS ONLY

The names of the high schools that participate in the Cooperative Admissions Program (COOP) are listed in the COOP Student Handbook on pages 12-13 and on the njcoopexam.org welcome page. Students applying to high schools that are part of the COOP program must take the HSPT[®] at one of the COOP-participating high schools or in their participating elementary school. As part of the registration fee, HSPT[®] results for students testing through the Cooperative Admissions Program will be shared directly with up to three COOP-participating schools. Scores from the HSPT[®] taken as part of the cooperative admissions process **will not** be distributed to schools that are not part of the Cooperative Admissions Program. Parents of students who are applying to schools that are not part of the Cooperative Admissions Program should check with the school’s admissions staff regarding testing requirements. Parents of students who take the HSPT[®] as part of the Cooperative Admissions Program in November will receive a HSPT[®] Student Score Report by January 10, 2024.

WALK-IN STUDENTS – November 10, 2023 Administration

- Unregistered students can take the HSPT examination as Walk-in students. Walk-in students are not guaranteed admittance to a test site, but most test sites will admit Walk-in students. Check the website njcoopexam.org for any schools not accepting walk-in students because of space limitations.
- Check the web site www.njcoopexam.org for closed test sites. Test sites listed as closed are full and will not accept Walk-in students.
- Choose an open test site from schools listed on pages 14 and 15 of this manual. Call the test site as soon as possible (phone numbers are listed on the “Participating Schools” list found on pages 12 and 13 of this handbook) and tell them that you want to take the COOP test as a Walk-in student. Most sites will put you on a Walk-in list so you will be sure to be admitted.
- The student will be asked to fill out a **Walk-in Application** form before the test begins. This form will be available on the Web site www.njcoopexam.org beginning on October 22, and can be filled out and presented at the registration desk. Do not enter a Student ID number. See the “Selecting Your High Schools” section on page 6 of this manual. The student will need this information at the test site.
- The \$95.00 fee for Walk-in test takers (\$70.00 test fee + \$25.00 Walk-in fee) can be paid by cash, a bank check, or money order payable to **NJCOOPEXAM**. **Personal checks will not be accepted.**
- **The extended time accommodation is not available for Walk-in students.**

WALK-IN STUDENTS – November 18, 2023 Makeup Administration

- Students that are taking the make-up test as a Walk-in should follow the same directions for Walk-in students above and for Makeup students, but identify as Walk-in. All makeup sites will accept Walk-in students. The \$95.00 fee for Walk-in test takers (\$70.00 test fee + \$25.00 Walk-in fee) can be paid by cash, a bank check, or money order payable to **NJCOOPEXAM**. **Personal checks will not be accepted.**
- **There is an additional \$10.00 makeup fee** that is separate from the test fee, and checks for this fee should be made payable to the test site school. Cash will also be accepted. The total amount for unregistered students taking the makeup examination is \$105.00.
- (\$70.00 test fee + \$25.00 Walk-in fee + \$10.00 makeup fee).
- **The extended time accommodation is not available for Walk-in students.**

Instructions for Completing the Ninth Grade Applicant Record

- The Ninth Grade Applicant Record is a very important part of the admissions process.
- Parents should accompany students to Open House programs and read school literature before selecting a maximum of three (3) high school choices. Remember, the testing site has no bearing on school choice.
- The Ninth Grade Applicant Record form can be downloaded from the home page of the COOP Website (www.njcoopexam.org). Parents are requested to complete the Permission for Release of Records section, the Student Information section, and the High School Choice section of this form before submitting it to the student's eighth grade teacher, counselor, or principal. The school official should fill in the School Record information section, sign the form, and make three copies. A copy of the completed form should be mailed by the elementary school to each of the three high schools identified on the form. The elementary school is responsible for making sure the designated high schools receive the completed Ninth Grade Applicant record no later than **December 4, 2023**. It is important that the high schools receive all information requested in the School Record Information section of the Ninth Grade Applicant Record, along with a transcript of the student's standardized test results.
- The high school choices are not in preference order.
- If more specific information is needed for any of the schools, you may call the high schools directly. See Participating High Schools, Code Numbers, and Telephone Numbers on pages 12 and 13 of the Student Handbook.
- **DO NOT return the Ninth Grade Applicant Record to NJCOOPEXAM or STS®.**

ARCHDIOCESE OF NEWARK - DIOCESE OF PATERSON
NINTH GRADE APPLICANT RECORD

Permission for Release of Records

I,
Printed Name of Parent/Guardian

formally request from
Name of Current School

Current School Address, City, State, Zip School Phone

that a copy of the cumulative record, grades 6-8, and a transcript of all standardized test scores for the student named below be sent as soon as possible after the First Marking Period to the high schools listed below.

Signature of Parent/Guardian Date

STUDENT INFORMATION

☐ ☐
Student Name, Last, First, Middle Initial Male Female

Student Address (Number & Street Address, City, State, Zip)

Date of Birth (mm/dd/yyyy) Home Phone Parent Cell Phone

Name of Parish and Address

Parent/Guardian Email

HIGH SCHOOL CHOICES

High School (Name and Complete Address)	High School (Name and Complete Address)	High School (Name and Complete Address)
Sibling/Parent Attended: ____ Yes ____ No	Sibling/Parent Attended: ____ Yes ____ No	Sibling/Parent Attended: ____ Yes ____ No

ARCHDIOCESE OF NEWARK - DIOCESE OF PATERSON
NINTH GRADE APPLICANT RECORD

School Record Information

Student Name

Current School and City

Subject	Grade 6 Final Grade	Grade 7 Final Grade	Grade 8 First Marking Period		Outstanding	Satisfactory	Improvement Needed
Religion				Effort Grade 8			
Reading				Conduct Grade 8			
Language Arts					Above Average	Average	Below Average
Mathematics				General Academic Ability			
Social Studies				Attendance:	Days Absent	Times Late	Special Notes
Science				Grade 6			
Computer Education				Grade 7			
Foreign Language				Grade 8			

Academic Code (Please provide a copy of your grading scale for students)

How many years has applicant
been in current school?

What is the applicant's current Math placement?
Please check one:

___ Pre-Algebra ___ Algebra 1 ___ Post-Algebra 1

Place a check in the appropriate box to indicate the student's current level of performance in each of the following:

	Exceeds Grade Level Expectations	Meets Grade Level Expectations	Below Grade Level Expectations	Teacher Comments
Mathematics				
Reading				
Writing Skills				

Principal Comments:

Please call for more information: ()

Principal's Signature:

Date:

Eligibility Form for Students Needing Extended Testing Time

This form must be received at one of the following offices by October 18, 2023: No Exceptions

Archdiocese of Newark: (Counties of Bergen, Essex, Hudson, Union, NJ, or Rockland Co., NY)
Schools Office-COOP, P.O. Box 9500, 171 Clifton Avenue, Newark, NJ 07104-0500

Diocese of Paterson: (Counties of Morris, Passaic, or Sussex, NJ)
COOP Coordinator, 777 Valley Road, Clifton, NJ 07013

STUDENT NAME (Print)

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Last

First

MI

BIRTH DATE

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M

M

D

D

Y

Y

MAILING ADDRESS

--

Number, Street, Apt./Floor

City

State

ZIP

TELEPHONE NUMBER

--

Area Code

Number

E-Mail:

CURRENT ELEMENTARY SCHOOL

--	--

School Name

School Code

(if public, write "999")

GENDER

☐ M	☐ F
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ELIGIBILITY:

What qualifies the student for extended testing time? (check one)

☐

The extended testing time accommodation is prescribed in the student's attached IEP/ISP/504/A6044.

☐

Temporary (describe): _____

What type of documentation are you providing to support the request for extended time? (check one)

☐

Current IEP/ISP/504/A6044 (**Within past three years**). Submit the cover page showing the student's name, birthdate and date of evaluation/re-evaluation **and** the page stating the accommodation of additional time for testing

☐

Summary of an evaluation by a qualified medical/psychological professional indicating the need for additional time for testing (**Within past two years**)

This application will not be processed if required documentation is not submitted.

Parent Agreement:

I, the undersigned, agree that the above information is correct and that the above-mentioned student is eligible to apply for extended testing time for the 2023-2024 Cooperative Admission Program HSPT. **A copy of the required documentation is attached.**

Parent's or Legal Guardian's Signature

Date

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DO NOT RETURN THIS FORM TO NJCOOPEXAM OR STS. RETURN TO THE ADDRESS AT TOP OF FORM.

***IN ADDITION TO SUBMITTING THIS FORM, YOU MUST REGISTER FOR THE HSPT TEST AT
WWW.NJCOOPEXAM.ORG***

Participating High Schools, Code Numbers, and Telephone Numbers

The code numbers that you will enter on your admission form appear before the school names

Archdiocese of Newark, New Jersey

COED HIGH SCHOOLS

BERGEN COUNTY

806 PARAMUS CATHOLIC REGIONAL H. S.	PARAMUS	(201) 445-4466
808 ST. MARY H. S.	RUTHERFORD	(201) 933-5220

ESSEX COUNTY

812 IMMACULATE CONCEPTION H. S.	MONTCLAIR	(973) 744-7445
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HUDSON COUNTY

823 HUDSON CATHOLIC REGIONAL H. S.	JERSEY CITY	(201) 332-5970
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UNION COUNTY

834 ROSELLE CATHOLIC REGIONAL H. S.	ROSELLE	(908) 445-7900
835 UNION CATHOLIC REGIONAL H. S.	SCOTCH PLAINS	(908) 889-1600

ROCKLAND COUNTY (NY)

307 ALBERTUS MAGNUS	BARDONIA, NY	(845) 643-3870
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BOYS HIGH SCHOOLS

BERGEN COUNTY

803 ST. JOSEPH REGIONAL H. S.	MONTVALE	(201) 391-3300
805 BERGEN CATHOLIC H. S.	ORADELL	(201) 634-2205
807 DON BOSCO PREPARATORY H. S.	RAMSEY	(201) 327-8003

ESSEX COUNTY

814 ST. BENEDICT'S PREP. BOYS DIVISION	NEWARK	(973) 792-5719
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HUDSON COUNTY

828 ST. PETER'S PREPARATORY SCHOOL	JERSEY CITY	(201) 547-6389
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UNION COUNTY

837 ORATORY PREPARATORY SCHOOL	SUMMIT	(908) 273-1084
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GIRLS HIGH SCHOOLS

BERGEN COUNTY

809 IMMACULATE HEART ACADEMY	WASHINGTON TOWNSHIP	(201) 445-6800
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ESSEX COUNTY

814 ST. BENEDICT'S PREP. GIRLS DIVISION	NEWARK	(973) 792-5719
815 ST. VINCENT ACADEMY	NEWARK	(973) 622-1613
818 LACORDAIRE ACADEMY	UPPER MONTCLAIR	(973) 744-1156

HUDSON COUNTY

826 ST. DOMINIC ACADEMY	JERSEY CITY	(201) 434-5938
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UNION COUNTY

830 MOTHER SETON REGIONAL H. S.	CLARK	(732) 382-1952
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Participating High Schools, Code Numbers, and Telephone Numbers

The code numbers that you will enter on your admission form appear before the school names.

Diocese of Paterson, New Jersey

COED HIGH SCHOOLS

MORRIS COUNTY

144 MORRIS CATHOLIC H. S.	DENVILLE	(973) 627-6674
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PASSAIC COUNTY

145 DEPAUL CATHOLIC H. S.	WAYNE	(973) 694-3702
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SUSSEX COUNTY

149 POPE JOHN XXIII H. S.	SPARTA	(973) 729-6125
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GIRLS HIGH SCHOOLS

MORRIS COUNTY

141 ACADEMY OF SAINT ELIZABETH	MORRISTOWN	(973) 290-5200
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PASSAIC COUNTY

147 MARY HELP OF CHRISTIANS	NORTH HALEDON	(973) 790-6200
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Test Sites

Archdiocese of Newark, New Jersey November 10, 2023

COED TEST SITES

BERGEN COUNTY

806 PARAMUS CATHOLIC REGIONAL H. S.	425 PARAMUS ROAD	PARAMUS	201-445-4466
808 ST. MARY H. S.	64 CHESTNUT STREET	RUTHERFORD	201-933-5220

ESSEX COUNTY

812 IMMACULATE CONCEPTION H. S.	33 COTTAGE PLACE	MONTCLAIR	973-744-7445
814 ST. BENEDICT'S PREPARATORY SCH *	520 MARTIN LUTHER KING BLVD.	NEWARK	973-792-5719

HUDSON COUNTY

823 HUDSON CATHOLIC REGIONAL H. S.	790 BERGEN AVE.	JERSEY CITY	201-332-5970
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UNION COUNTY

834 ROSELLE CATHOLIC REGIONAL H. S.	350 RARITAN ROAD	ROSELLE	908-445-7900
835 UNION CATHOLIC REGIONAL H. S.	1600 MARTINE AVE.	SCOTCH PLAINS	908-889-1600

ROCKLAND COUNTY (NY)

307 ALBERTUS MAGNUS	798 ROUTE 304	BARDONIA, NY	845-643-3870
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BOYS TEST SITES

BERGEN COUNTY

803 ST. JOSEPH REGIONAL H. S.	40 CHESTNUT RIDGE ROAD	MONTVALE	201-391-3300
805 BERGEN CATHOLIC H. S.	1040 ORADELL AVE.	ORADELL	201-634-2205
807 DON BOSCO PREPARATORY H. S.	492 N. FRANKLIN TPKE.	RAMSEY	201-327-8003

HUDSON COUNTY

828 ST. PETER'S PREPARATORY SCHOOL	144 GRAND STREET	JERSEY CITY	201-547-6389
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UNION COUNTY

837 ORATORY PREPARATORY SCHOOL	425 MORRIS AVENUE	SUMMIT	908-273-1084
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GIRLS TEST SITES

BERGEN COUNTY

809 IMMACULATE HEART ACADEMY	500 VAN EMBURGH AVE.	WASHINGTON TWN	201-445-6800
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ESSEX COUNTY

815 ST. VINCENT ACADEMY	228 W. MARKET STREET	NEWARK	973-622-1613
818 LACORDAIRE ACADEMY *	155 LORRAINE AVE.	UPPER MONTCLAIR	973-744-1156

HUDSON COUNTY

826 ST. DOMINIC ACADEMY	2572 KENNEDY BOULEVARD	JERSEY CITY	201-434-5938
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UNION COUNTY

830 MOTHER SETON REGIONAL H. S. *	1 VALLEY ROAD	CLARK	732-382-1952
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* NO EXTENDED TIME ACCOMMODATION

Test Sites

Diocese of Paterson, New Jersey November 10, 2023

COED TEST SITES

MORRIS COUNTY

144 MORRIS CATHOLIC H.S.	200 MORRIS AVE.	DENVILLE	(973) 627-6674
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PASSAIC COUNTY

145 DEPAUL CATHOLIC H.S.	1512 ALPS RD.	WAYNE	(973) 694-3702
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SUSSEX COUNTY

149 POPE JOHN XXIII H.S.	28 ANDOVER RD.	SPARTA	(973) 729-6125
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GIRLS TEST SITES

MORRIS COUNTY

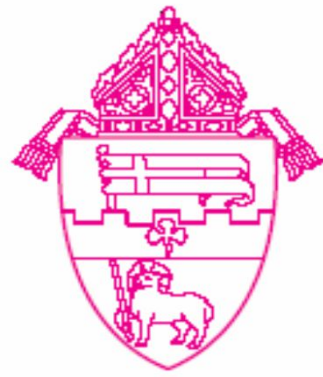
141 ACADEMY OF SAINT ELIZABETH	2 CONVENT RD.	MORRISTOWN	(973) 290-5200
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PASSAIC COUNTY

147 MARY HELP OF CHRISTIANS	659 BELMONT AVE.	NORTH HALEDON	(973) 790-6200
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COOP/HSPT



COOP/HSPT REGISTRATION INFORMATION WORKSHEET

This form may be used for gathering information necessary for online registration.

Please print all information.

Elementary School Code

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 (see instructions in Student Handbook)

First Name: _____

Last Name: _____

Date of Birth:

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m m d d y y y y

Number, Street, Apt./Floor _____

City: _____ State

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 Zip

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Phone: _____

Gender: **M** **F** (Circle one)

Parent Email: _____

Parent Last Name: _____
(ONLY if different from student's last name)

TEST SITE CHOICES. SEE INSTRUCTIONS IN STUDENT HANDBOOK.

1st _____	SCH. CODE	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			
2nd _____	SCH. CODE	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			
3rd _____	SCH.CODE	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			



COOP/HSPT



COOPERATIVE ADMISSIONS EXAMINATION ADMISSION LETTER YOU WILL NOT BE ADMITTED TO THE EXAMINATION WITHOUT THIS LETTER

ARTHUR VANDELAY
200 MEADER AVE., APT. 3D
NEWARK, NJ 08764

Test Site Assigned: 806
Elementary School: *999

Order #: 220718170409-S52144
Transaction #: 1111111111

Student ID: 503962

PRESENT THIS FORM AT SCHOOL: 806

**PARAMUS CATHOLIC REG H. S.
425 PARAMUS RD
PARAMUS, NJ 07652**

AT 8:00 a.m. ON FRIDAY, 11/10/2023
THE EXAM WILL BEGIN PROMPTLY AT 8:30 a.m. AND LAST UNTIL APPROXIMATELY 11:45 a.m.
Extended time accommodation will last until approximately 1:00 p.m.

FILL IN THE NAME AND NUMBER OF YOUR HIGH SCHOOL CHOICES BELOW (MAXIMUM OF THREE). THE CODE NUMBERS MUST BE ACCURATE FOR YOUR SCORES TO BE SENT TO THE SCHOOLS YOU WISH TO ATTEND. IF THE NUMBERS ARE NOT CORRECT YOUR REPORTS WILL GO TO THE WRONG SCHOOL. IF YOU LEAVE THE SECTION FOR CODE NUMBERS BLANK YOUR SCORES WILL NOT BE SENT TO ANY SCHOOL.

SEE INSTRUCTIONS ON PAGE 6 OF THE STUDENT HANDBOOK

SCHOOL NAME _____	SCHOOL CODE NUMBER _____
SCHOOL NAME _____	SCHOOL CODE NUMBER _____
SCHOOL NAME _____	SCHOOL CODE NUMBER _____

THE SCHOOL CODE NUMBER(S) ABOVE MUST BE TRANSFERRED TO THE HSPT ANSWER SHEET PRIOR TO TAKING THE TEST. **SCHOOL CHOICES ARE NOT IN PREFERENCE ORDER.**

PARENT OR GUARDIAN SIGNATURE



**COOPERATIVE ADMISSIONS EXAMINATION PROGRAM (COOP)
2023-2024 REGISTRATION RECEIPT**

Student(s) listed below have been registered for the HSPT examination to be administered on **Friday, November 10, 2023**. Your credit card will show NJCOOPEXAM as the merchant.

Registration fees are not refundable. You will receive a test admission letter with the assigned test site and other information that will admit you to the examination. **Students attending participating Catholic elementary schools will receive test admission letters from the school.**

All others will receive test admission letters by email at the email address entered on the registration page. Please save this receipt for reference. If you wish to change the test site selection or any other information, you must send an email to support@njcoopexam.org with "Change registration" as the subject. Put the student's name and date of birth in the body of the email in addition to the requested changes. Requests for changes cannot be made by phone or after October 30.

Test admission letters will be sent November 1-8. If you do not receive a letter by November 6, send an email to support@njcoopexam.org with the word "Ticket" in the subject line and the student's name and date of birth in the body. An admission letter will be sent to you by return email.

Requests for extended time must be submitted separately using the form available online at njcoopexam.org by **October 18**. The Ninth Grade Applicant Record must also be submitted separately. Directions are available in the Student Handbook.

Date: 09/17/2023 Time: 10:34 am Order #: 190717103457-S41138

of Students: 1 Total Charged: \$70.00

Approval Code: 13202P Transaction #: 61824580785

Student Registered

First Name: ARTHUR

Last Name: VANDELAY

Address: 200 MEADER AVENUE, APT. 2

City,St Zip: NEWARK NJ 08564

Phone: (908) 555-555-5555

Gender: M

Parent Email: avend@gmail.com

Parent Last Name:

Home School: *999, PUBLIC, AND ALL OTHERS NOT ON THIS LIST

Test Site Choice #1: 307, ALBERTUS MAGNUS H. S.

Test Site Choice #2: 812, IMMACULATE CONCEPTION H. S.

Test Site Choice #3: 144, MORRIS CATHOLIC H. S.

COOPERATIVE ADMISSIONS EXAMINATION PROGRAM (2023 - 2024)

Elementary School Code List: Archdiocese of Newark

(By County)

Bergen County Schools

849 St. Leo, Elmwood Park
 853 Academy of Our Lady of Grace,
 Fairview
 855 Christ the Teacher Academy,
 Fort Lee
 856 Academy of the Most Blessed
 Sacrament, Franklin Lakes
 859 Academy of Our Lady, Glen Rock
 862 Corpus Christi, Hasbrouck Heights
 863 St. John Academy, Hillsdale
 866 Sacred Heart, Lyndhurst
 870 Queen of Peace, North Arlington
 872 St. Joseph, Oradell
 873 Notre Dame Academy,
 Palisades Park
 874 Visitation Academy, Paramus
 875 Our Lady of Mercy Academy,
 Park Ridge
 876 Academy of St. Paul, Ramsey
 878 St. Peter Academy, River Edge
 881 Academy of Our Lady of
 Mt. Carmel, Tenafly
 884 St. Elizabeth, Wyckoff

Essex County Schools

891 St. Peter, Belleville
 893 St. Thomas the Apostle, Bloomfield
 895 St. Catherine of Siena, Cedar Grove
 897 St. Joseph, East Orange
 901 Aquinas Academy, Livingston
 915 St. Mary, Newark
 916 St. Michael, Newark
 919 Good Shepherd Academy, Nutley
 922 Our Lady of Sorrows, South Orange
 923 Lacordaire, Upper Montclair
 924 St. Cassian, Upper Montclair
 925 Our Lady of the Lake, Verona
 928 Link Community School, Newark *
 929 Robert Treat Academy, Newark *

Hudson County Schools

933 All Saints Catholic Academy,
 Bayonne
 936 Hoboken Catholic Academy,
 Hoboken
 941 Our Lady of Czestochowa,
 Jersey City
 945 Sacred Heart, Jersey City
 947 St. Aloysius Elementary Academy,
 Jersey City

Hudson County Schools (continued)

951 St. Joseph, Jersey City
 953 St. Nicholas, Jersey City
 967 St. Francis Academy, Union City
 969 Academy of St. Joseph of the
 Palisades, West New York

Union County Schools

972 St. John the Apostle, Clark
 973 St. Michael, Cranford
 983 St. Theresa, Kenilworth
 986 Academy of Our Lady of Peace,
 New Providence
 988 St. Joseph the Carpenter, Roselle
 989 St. Bartholomew Academy,
 Scotch Plains
 990 St. Rose of Lima Academy,
 Short Hills
 994 St. Michael, Union
 995 Holy Trinity, Westfield

Rockland County (NY) Schools

616 St. Gregory, Garnerville *
 619 St. Anthony-St. Paul, Nanuet *
 622 St. Margaret, Pearl River *

* Students will be tested at high school test sites.

COOPERATIVE ADMISSIONS EXAMINATION PROGRAM (2023-2024)
Elementary School Code List: Diocese of Paterson
(By County)

The list is in *alphabetical* order; code numbers are not in sequence.

Morris County Schools

393 All Saints Academy, Parsippany
377 Assumption School, Morristown
386 Divine Mercy Academy, Rockaway
380 Holy Spirit, Pequannock
216 Our Lady of Mt. Carmel, Boonton
391 St. Patrick, Chatham
396 St. Therese, Succasunna
167 St. Vincent Martyr School, Madison

Passaic County Schools

482 Academy of St. James, Totowa
155 DePaul Catholic H.S. 8th Grade Program, Wayne
406 Immaculate Heart of Mary, Wayne
472 St. Anthony, Hawthorne
150 Mary Help of Christians 8th Gr. N. Haledon
481 St. Gerard, Paterson
488 St. Nicholas Ukrainian, Passaic
491 St. Philip Preparatory, Clifton

Sussex County Schools

151 Pope John XXIII H.S. 8th Grade Program, Sparta