

The ACTR National Post-Secondary Russian Essay Contest Instructions

1. Writing of the Essay

Please select a date, time, and place convenient for you and your students between February 1 and February 15.

IMPORTANT: In an effort to accommodate students' class schedules, instructors may designate multiple test times and days. Students who already have written their essays should be asked not to reveal the topic to fellow students scheduled to write at a later time.

Materials needed:

- Copies of lined templates (sent by email, also available [here](#))
- Copies of "Student Declaration and Waiver" (sent by email, also available [here](#))
- Extra blue or black pens for writing (pencil is not allowed)
- Students' codes

Rules:

- Students have one hour to write
- Students may *not* use notes, dictionaries, or other printed materials
- Students may *not* consult with others
- Students should not reveal their names, their instructors' names, or their institution
- Students must write legibly in dark ink to avoid disqualification

2. Student Declaration and Waiver

- Students should read, fill out, and sign both sections of the declaration prior to writing the essay.
- Students must PRINT their names, their entry codes, their category and level, and the name of the institution on the declaration.

3. Administering the NPSREC

- Take attendance
- Give each student his/her identifying code
- Do not allow substitutions; only those students who have previously registered for the contest may participate.
- Read the instructions to the contestants.
- Every ten minutes, let students know how much time is remaining.
- Collect all of the essays and "Student Declaration and Waiver" forms at the end of the hour.