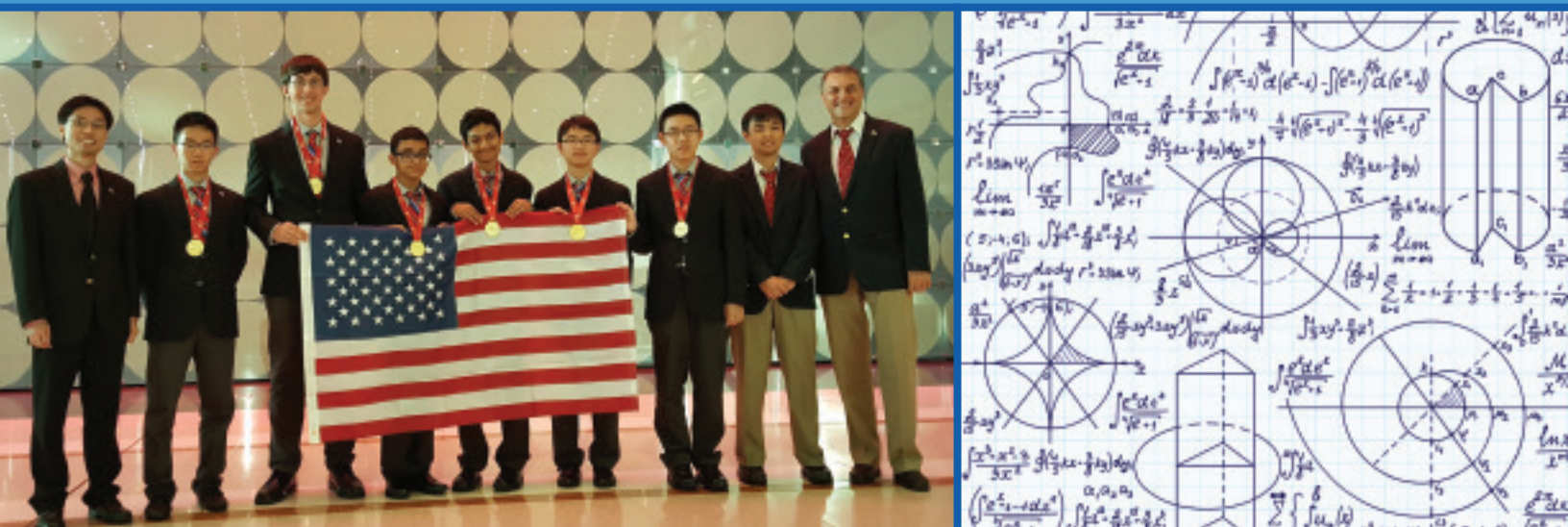


MAA American Mathematics Competitions 2019 INVITATIONAL COMPETITIONS TEACHER'S MANUAL

A guide for administering a successful and rewarding AIME, USAMO, and USAJMO



AIME: WEDNESDAY, MARCH 13, 2019 OR THURSDAY, MARCH 21, 2019
USAMO & USAJMO: WEDNESDAY, APRIL 17 AND THURSDAY, APRIL 18, 2019



MAA AMC
American Mathematics Competitions

Mathematical Association of America
PO Box 471 Annapolis Junction, MD 20701
800-527-3690 • maa.org/amc

WELCOME TO THE 2019 COMPETITION 37TH ANNUAL AMERICAN INVITATIONAL MATHEMATICS EXAM AND THE 48TH ANNUAL USA MATHEMATICAL OLYMPIAD

What is the MAA American Mathematics (AMC) Program?

The Mathematical Association of America American Mathematics Competitions program leads the nation in strengthening the mathematical capabilities of the next generation of problem solvers. Through classroom resources and friendly competition, the MAA AMC program helps America's educators identify talent and foster a love of mathematics. The MAA AMC program positively impacts the analytical skills needed for future careers in an innovative society. The MAA American Mathematics Competitions are a series of examinations and accompanying curriculum materials that develop problem-solving skills and mathematical knowledge in middle and high school students.

What is the American Invitational Mathematics Examination (AIME)?

The AIME is a challenging exam offered to students who excelled on the AMC 10 or AMC 12 competition. It is a 15-question, three-hour examination, where each answer is an integer between 0 and 999. The questions on the AIME are more difficult than those on the AMC 10 and AMC 12 competitions.

What are the USAMO and USAJMO?

The USA Mathematical Olympiad (USAMO) and the USA Junior Mathematical Olympiad (USAJMO) are both six-question, proof-based examinations, that take place 4.5 hours each day for two consecutive days. Students will be invited to take the USAMO based on a combination of their AMC 12 and AIME scores. Students will be invited to take the USAJMO based on a combination of their AMC 10 and AIME scores. U.S. citizens and students currently studying in the United States and Canada who meet the age and grade requirements are eligible to qualify for the USAMO and USAJMO.

When is the AIME?

The AIME I is administered on Wednesday, March 13, 2019. The AIME II is administered on Thursday, March 21, 2019. Students who qualified for the AIME will automatically be registered to take the AIME I. If a competition manager cannot administer the AIME I and needs to administer the AIME II instead, they must complete the

AIME II registration form and pay the associated fees. On competition day, the competition must begin between 8:45 a.m. and 12:15 p.m. in the school's U.S. time zone. For time zones outside of the continental United States, the competition must be given after 9 a.m., EDT (UTC-4) on the day of the competition.

When are the USAMO and USAJMO?

Day one of the USAMO and USAJMO is Wednesday, April 17, from 12:30 PM EDT to 5:00 PM EDT. Day two of the USAMO and USAJMO is Thursday, April 18, from 12:30 PM EDT to 5:00 PM EDT. Three questions are given each day and participants are expected to compete on both days.

Invitational Exam Contact Information

For questions regarding AIME administration, please contact:

Email: amcinfo@maa.org

Phone: 800-527-3690

For questions regarding USAMO and USAJMO administration, please contact:

Email: usamoinfo@maa.org

Phone: 800-331-1622

Fax: 240-396-5647

Email contact is preferred.

**THE MATHEMATICAL ASSOCIATION OF AMERICA
AMERICAN MATHEMATICS COMPETITION
PROGRAM LEADS THE NATION
IN STRENGTHENING THE
MATHEMATICAL CAPABILITIES
OF THE NEXT GENERATION
OF PROBLEM-SOLVERS**

Pre-Competition Preparation: AIME

How do students qualify to participate in the AIME?

Qualification parameters for the AIME vary each competition cycle. For the AMC 10, at least the top 2.5% of all scorers on the AMC 10A and the top 2.5% of scorers on the AMC 10B are invited to take the AIME. For the AMC 12, at least the top 5% of all scorers on the AMC 12A and the top 5% of scorers on the AMC 12B are invited. The cutoff scores for AIME qualification will be announced after each competition (10A, 10B, 12A, and 12B) based on the distribution of scores. There is no predetermined cutoff score for the 2019 AIME and this year's AIME cutoff may differ from last year's.

How do you prepare students for the AIME?

The AIME has a different format than the AMC 10 and AMC 12. The competition is three hours, all answers are three-digit integers, and there are 15 problems. If you have students who are first-time AIME qualifiers, show them the MAA AMC Invitational Competitions webpage so that they can familiarize themselves with the types of problems on the AIME.

AIME Administration Policy:

The AIME I must be administered on March 13, 2019 and the AIME II must be administered on March 21, 2019 to all students who qualified. The AIME I and AIME II consist of different questions but are of equal difficulty. Students who qualified for the AIME may take either the AIME I or AIME II. They may not take both. Any student that takes both the AIME I and AIME II will be disqualified. If you have a student that qualified for the AIME but is unable to take the AIME I, please register for the AIME II. To do this, you can complete an [AIME II Registration Form](#) and email it to amcinfo@maa.org. Please note that there is a processing fee for the AIME II.

AIME Venue Policy:

Students must take the AIME at the same location where they took the AMC 10 or AMC 12. This is to ensure that a student's AMC 10 or AMC 12 score can be accurately matched with their AIME score for USAMO and USAJMO qualification. In the event that a student **absolutely cannot** take the AIME at the same competition location, they are to make arrangements with a different competition manager who already has the materials to proctor the exam. The new proctor must complete the Change of Venue form that is available on the MAA AMC Invitational Competitions webpage. Students should use the [Additional Competition Locations](#) tool and reach out to nearby schools to find an alternative competition location. **The MAA AMC program will only accommodate change of venue arrangements that have been made between a student and an approved competition manager.**

Administering the AIME: What You Need To Know

Pre-competition checklist for AIME:

- Confirm the time and location of the competition with all of your students who qualified.
- Locate the AIME materials that were mailed to you with your AMC 10/12 materials. Instruct your student(s) who qualified for the AIME to complete side 1 of the AIME student answer sheet using the instructions located on the top left corner of the answer sheet. Carefully follow the marking instructions on the student answer sheet.
 - Please review all answer sheets to ensure that they have been marked correctly.
 - Students must use their full legal name, no nicknames or abbreviations. They should pay careful attention to marking their name accurately. **Their name on the AIME answer sheet must match the name they used to complete the AMC 10/12 answer sheet.** Once student information has been submitted, the MAA AMC program office cannot edit any of the information provided on the answer sheet.
- Reserve a quiet room for at least 3 hours and 30 minutes on the day of the competition to allow for 15 minutes of prep time, the 3 hour competition, and 15 minutes to collect papers and clean up. The AIME must be administered between 9:00 a.m. and 12:00 p.m. in your local time zone. Answer sheets from exams given outside this time window must be accompanied by an AMC [Academic integrity form](#) or they will be disqualified and not be scored.
- Complete the School Identification Form and [USAMO/USAJMO Identification Form](#) using the instructions found on those forms.
- Make arrangements to mail the AIME return envelopes the day after the competition. Use an overnight or 2-day shipping service, with a tracking number, to guarantee timely arrival of these materials. FedEx, UPS, or USPS Overnight is strongly recommended.
- Obtain a supply of #2 pencils and unmarked scratch paper. Inform students that no aids are permitted other than scratch paper, graph paper, rulers, protractors, and erasers. **Calculators and electronic devices of any kind are not allowed.** AIME questions do not require the use of a calculator.

AIME Competition

Competition Delivery

An email will be sent to the inbox of the email address that you used to register for the AMC 10 or AMC 12 Competition on Tuesday, March 12, 2019 at 1:00 p.m. EDT for the AIME I and on Wednesday, March 20, 2019 at 1:00 p.m. This email will contain a link to a password protected PDF of the AIME questions. Print out the PDF of the AIME questions and make enough copies for each of your AIME qualifiers. To ensure that you are able to receive this email, please add amcinfo@maa.org to your list of approved contacts. The PDF files should be opened using Adobe Acrobat to ensure that the files print correctly.

Administering the AIME: What You Need To Know Before the Exam

- Ensure that you have printed enough copies of the AIME questions for each of your AIME qualifiers.
- Seat students so they are separated by an empty space, if possible.
- Return the previously completed AIME answer sheets to the correct students and provide them with a #2 pencil with an eraser.
- Hand out the printed AIME questions and inform students that they are not to turn to the pages containing the questions until they are instructed.
- Instruct students to read the entire front cover of the AIME. Allow 5 minutes for students to review the front cover.
- Read aloud the following instructions:
 - For each question, use a #2 pencil to write your answer at the top of the problem's answer column. Use 3 digits: each problem has only one correct answer, which is an integer between 000 and 999, inclusive. Then, in each of these columns, bubble in the one circle which is labeled with the digit you have written at the top.
 - DO NOT BUBBLE IN ANSWERS UNTIL YOU ARE CERTAIN OF YOUR FINAL CHOICE. Answer sheets that contain stray marks may not be read correctly by the scanner that scores the competition.
- Ask if there are any questions about competition procedures. Inform students that talking or asking questions during the competition is not allowed. They must do their own work.

- When it is time to begin, tell students to open the packet containing the AIME questions and to be careful to match their answers to the corresponding question. Remind students that there are 15 problems and that they have three hours to complete the competition. Then tell them to **begin**.

During the Exam

- Provide as quiet an environment as possible
- Participants should be continuously monitored by the competition manager during the competition.
- Be sure that no student has access to any electronic devices, including calculators and cellphones, during the competition.
- Warn any student whose eyes wander, and disqualify any students that are clearly copying or collaborating.
- If there is an urgent need to use the bathroom, only one student may leave at a time and their answer sheet and the AIME questions packet should remain with the competition manager while the student is out of the room. If there is a health or medical emergency, a backup competition manager should be available to assist in administering the competition.
- Make an announcement when there are 90 minutes left and again when there are 15 minutes left.
- When time is up after three hours, tell the students to **stop** and have them sign their name in the space provided in the middle of side 2 of the student answer sheet.
- Collect the answer sheets and AIME question packets immediately following the administration of the competition. Once all answer sheets are received, check that each student's name is correct and that the answer sheet is bubbled in correctly.
- Inform the students that the competition and solutions may not be discussed with anyone outside of the room either orally or digitally (e.g. email, online, and social media of any type) until 24 hours have passed from the official competition date. The AIME questions must be collected from the students immediately after the competition, but they may be returned 24 hours after the competition period is over.

AIME Competition

After the Exam

- **Please do not score the answer sheets.** Send them to the MAA AMC for scoring.
 - Check student answer sheets for complete personal information (legal name, date of birth, gender, etc.).
 - Arrange the answer sheets so that each sheet faces the same direction with the same side up. Remove all paper clips, rubber bands, and scratch paper attached to the answer sheets. Make sure that no two sheets are stuck together.
 - Place the School Identification Form on top of the answer sheets and insert all sheets in the return envelope.
 - Complete the [AIME Certification Form](#) and [USAMO/USAJMO Identification Form](#). Make sure that your principal or person with comparable title signs the [certification form](#) where it is indicated and that you complete the rest of the form.
 - Place the [certification form](#) in the AIME return envelope with the answer sheets, School Identification Form, and [USAMO/USAJMO Identification Form](#).
 - Seal the envelope and indicate the number of answer sheets that you are returning in the space provided on the front of the return envelope.
 - Return the return envelope to the MAA AMC office the day after the competition administration. Use an overnight or 2-day shipping service, with a tracking number, to guarantee timely arrival of these materials. FedEx, UPS, or USPS Overnight is strongly recommended.
- March 22, 2019 is that last day that AIME I answer sheets will be accepted by the MAA AMC office for scoring. March 29, 2019 is the last day that AIME II answer sheets will be accepted.
- The AIME student answer sheets sent to the MAA AMC office in Annapolis Junction, MD for scoring will not be returned to competition managers.
- After you have mailed all of the answer sheets,
- you may discuss the competition and solutions with your students. Remember that there will be schools taking the competition at different times. It is important that no one discusses the problems and solutions in any online or public forum.

AIME Reports:

AIME scores, PDF certificates of participation, and the AIME solutions guide, will be emailed to competition managers after the competition has been scored. Please retain the score report for future reference. Many students cite their scores on applications to college and other programs. The MAA AMC office cannot look up individual student scores after the competition cycle has ended.

USAMO & USAJMO Qualification Announcements:

- The MAA AMC office makes all possible attempts to contact qualifiers and competition managers about USAMO and USAJMO qualification.
- Competition managers will be emailed a list of students who took the AIME at their school which will indicate any students who qualified for the USAMO or the USAJMO. It will also include their USAMO or USAJMO student ID numbers which they will need for all USAMO or USAJMO paperwork.
- If the MAA AMC office has been given a legible student email on the AIME answer sheet, they will also email these students individually to let them know they have qualified and provide them with their USAMO or USAJMO ID number.
- A list of USAMO and USAJMO qualifiers will be posted on the [MAA AMC website](#) on Monday, April 8, 2019. This list will provide the first initial, last name, school and state of each qualifier.
- Cutoff indexes will be announced on the MAA AMC website on Friday, April 5, 2019. If you discover that you have a student with a score above the cutoff who did not receive a student ID number for the USAMO or USAJMO, or was not listed as a qualifier, please contact usamoinfo@maa.org to see if there was an error in matching the student's AIME score with their AMC 10 or AMC 12 score.

USAMO and USAJMO Competitions

How do students qualify to participate in the USAMO or USAJMO?

After the AIME I and AIME II are scored, the USAMO committee and MAA AMC program will determine the cutoff indexes that will qualify students for USAMO or USAJMO participation. Each year the MAA AMC program selects approximately a total of 500 students for the two Olympiads. The USAMO and USAJMO indexes are calculated as follows:

$$\text{USAMO Index} = \text{AMC 12 Score} + 10 \times \text{AIME Score}$$

$$\text{USAJMO Index} = \text{AMC 10 Score} + 10 \times \text{AIME Score}$$

When determining the cutoff index, the USAMO committee considers the difference in difficulty of the AMC 10/12 A and B competitions, as well as the difference in difficulty in the AIME I and AIME II, as determined by score distribution. If this difference is significant, different cutoffs may be announced for the different competitions. If a student's scores qualify them for both the USAMO and the USAJMO, they will be invited to take the USAMO. The USAMO committee may choose to invite additional students to take the USAMO or USAJMO. For example, the committee may invite the top scoring students from underrepresented states to take the competition. Only students who are U.S. citizens or are currently attending school in the United States or Canada are eligible to participate in the USAMO and USAJMO.

How do you prepare students for the USAMO?

The format of the USAMO and USAJMO is identical to the format of the International Mathematical Olympiad. Both the USAMO and USAJMO consist of six proof-based questions to be solved over two days. Three questions will be given on Wednesday, and three questions will be given on Thursday. Each day, students will have 4 hours and 30 minutes to solve them. Student answers will be graded based on how they approached the problem, clarity of reasoning, evidence of ingenuity, inventiveness, and general insight. Please make sure students have read the [USAMO/USAJMO Instruction Sheet](#), and have read our [MAA AMC Invitational Competitions webpage](#) to prepare for the competition.

Administering the USAMO & USAJMO - What You Need To Know

Pre-competition Checklist for USAMO & USAJMO

- Reserve a room for April 17, 2019 and April 18, 2019 from 12:00 p.m. EDT to 5:30 p.m. EDT on both days to allow for pre- and post-competition activities. The competition must begin at 12:30 p.m. EDT and end at 5:00 p.m. EDT.
- If you cannot administer the competition for the entire time on both competition dates, please find another competition manager to assist you. Students must be supervised continuously for the duration of the competition period on both days. When submitting the USAMO/USAJMO Certification Form, provide names and contact information for anyone who helped proctor.
- Confirm with participating students that they know their ID number, the date and location of the competition, and that they plan on participating in the competition. Tell all students to arrive to the room by 12:15 p.m. EDT on the day of the competition. The competition must begin at 12:30 p.m. EDT, and students cannot be given any additional time past 5:00 p.m. EDT.
- Review the competition distribution instructions that were sent to you via email along with your list of student qualifiers. If you have not received any instructions or a list of qualifiers, and will have students sitting for the competition, email usamoinfo@maa.org as soon as possible.
- USAMO and USAJMO problems will be distributed via email to competition managers with students who qualified. The email will contain a link to a password-protected PDF of USAMO and USAJMO problems as well as the password for accessing those files.
- Complete the [2019 USAMO/USAJMO Teacher Acknowledgement Form](#), scan the completed form and email it to usamoinfo@maa.org. The deadline for returning this form is Friday, April 12, 2019.
- Students and their parent/legal guardian must complete and submit the [2019 Student/Parent Response Form](#). The form must be scanned and emailed to usamoinfo@maa.org. The deadline for returning this form is Friday, April 12, 2019.

USAMO and USAJMO Competitions

Before the Competition

These instructions are for both day one and day two of the USAMO and USAJMO.

- Students should come prepared with lunch and/or snacks since there will be no lunch break during the competition. Make sure that the room has enough working space for students and that students will be free from interruptions.
- Before the students arrive, print out plenty of blank [USAMO/USAJMO answer sheets](#). There will be three questions each competition day. Students may require several answer sheets for each of these proof-based questions.
- When students arrive to the classroom, ask them to put away all electronic devices. The only materials they may access while they are in the exam room are a ruler, scratch paper, pencil, eraser and compass.
- At 12:15 p.m. EDT on day one and day two of the USAMO and USAJMO, the competition questions will be emailed to competition managers. If by 12:17 p.m. EDT you have not received the questions, email usamoinfo@maa.org.
- Print enough copies of the competition questions for each of your students. Please be sure to print copies of the USAMO for all USAMO qualifiers, and to print copies of the USAJMO for all USAJMO qualifiers. If your student takes the wrong version of the competition, they will not be given credit for their work.
- Before handing out the competition questions, read the [USAMO/USAJMO Instruction Sheet](#) to students.
- Hand out the competition questions face down to each student, again making sure that USAMO qualifiers receive the USAMO, and USAJMO qualifiers receive the USAJMO.
- At 12:30 p.m. EDT, tell the students to **begin**.

During the Competition

- Provide as quiet an environment as possible.
- Participants should be continuously monitored by the competition manager during the competition.
- Be sure that no student has access to any electronic devices, including calculators and cellphones, during the competition.
- Warn any student whose eyes wander, and disqualify any students that are clearly copying or collaborating.
- If there is an urgent need to use the bathroom, only one student may leave at a time and their answer sheet and questions should remain with the competition manager while the student is out of the room. If there is a health or medical emergency, a backup competition manager should be available to assist with administration.
- Make an announcement when there are 3 hours left, 2 hours left, 1 hour left, and 5 minutes left.
- When time is up at 5:00 p.m. EDT, tell the students to **stop**. Check that they have included the correct problem number and page number on all of their answer sheets, as well as their USAMO or USAJMO student ID number on every page.
- Collect all the students' competition questions and answer sheets following the administration of the competition.
- Inform the students that the competition and solutions may not be discussed with anyone either orally or digitally (e.g. email, online, and social media of any type) until at least 7 p.m. EDT, on the day of the competition. The competition questions must be collected from the students immediately after the competition, but they may be returned 24 hours after the competition period is over.

USAMO and USAJMO Competitions

After the Competition

These instructions are for both day one and day two of the USAMO and USAJMO.

- **Do not mail in any answer sheets to the AMC office.**
- Complete the [USAMO/USAJMO Certification Form](#) for each day of the competition and make sure that your principal or person with comparable title signs the certification form where it is indicated and that you complete the rest of the form.
- Immediately following the competition, scan and email the certification form and answer sheets as a PDF to usamoinfo@maa.org.
- When emailing the form and student answer sheets, use the subject line: Answer Sheets - Day (1 or 2), ID # (List all student IDs).
- If multiple students participated, attach each student's answer sheets as separate files. For example, if two students took the competition, email two PDFs, one for each student.
- The MAA AMC office will check every certification form and every answer sheet to make sure that they are complete and legible. Due to the large volume of responses, it may take up to 48 hours to confirm receipt of all answer sheets. It may take an additional week to confirm that every page of every answer sheet is legible enough for grading. Competition managers are advised to keep student answer sheets for at least seven days after the second day of the competition.

AIME I - March 13, 2019	
March 8, 2019	Final day for AIME qualifier schools to change from the AIME II exam day to the AIME I exam day.
March 12, 2019	Have students pre-fill all name and demographic information on answer sheets.
March 12, 2019	Competition managers will receive, by email, a copy of the AIME I exam booklet, by 12:00 p.m. EST, which should be printed before the competition.
March 13, 2019	Official AIME I exam date
March 14, 2019	Return answer sheets to the MAA AMC office the day after the competition. Use an overnight or 2-day shipping service, with a tracking number, to guarantee timely arrival of these materials. FedEx, UPS, or USPS Overnight are strongly recommended.
March 22, 2019	Last day that AIME I answer sheets will be accepted by the MAA AMC office for scoring.

USAMO & USAMO Grading:

Each paper is read by as many as four different graders, who agree on a score between 0 and 7 for each question. Every paper is scored using the same rubric. If a student's score is close to being eligible for an award or Mathematical Olympiad Program (MOP) qualification, their answer sheets will be subject to further review by the graders. Scores will be made available on May 10, 2019. All competition managers will be emailed their students' scores by that day. Students will also receive an email with their total score. Scores for individual questions are not available. All scores are final.

USAMO Winners

The 12 top-scoring students on the USAMO will be invited to attend an award ceremony held in Washington, D.C. on June 3, 2019. Activities will include a reception at the Mathematical Association of America headquarters and a celebration dinner with the mathematical sciences community. These 12 students will be emailed by May 10, 2019 with details about the awards ceremony. The names and schools of winners will also be announced online.

Mathematical Olympiad Program (MOP)

The MOP is an invitational summer program for the U.S. International Mathematical Olympiad (IMO) team and top scoring USAMO and USAJMO students. These students are invited to enter a further series of Olympiad-style tests that will determine the following year's IMO team.

The Mathematical Olympiad Program will take place June 3 – June 27, 2018, on the campus of Carnegie Mellon University. Students will take classes on advanced mathematical topics, meet special guest speakers, train for mathematical competitions, and participate in social and mathematical activities. Students who are invited to MOP will receive an email by May 10, 2019, with details about the program.

AIME II - March 21, 2019	
March 8, 2019	Final day to register for the AIME II competition.
March 20, 2019	Have students pre-fill all name and demographic information on answer sheets.
March 20, 2019	Competition managers will receive, by email, a copy of the AIME II exam booklet, by 12:00 p.m. EST, which should be printed before the competition.
March 21, 2019	Official AIME II exam date.
March 22, 2019	Return answer sheets to the MAA AMC office the day after the competition. Use an overnight or 2-day shipping service, with a tracking number, to guarantee timely arrival of these materials. FedEx, UPS, or USPS Overnight are strongly recommended.
March 29, 2019	Last day that AIME II answer sheets will be accepted by the MAA AMC office for scoring.

AMC Policies

Policy for Changes:

Policy for Changes The MAA Committee on the American Mathematics Competitions may change the program rules, regulations, awards, and conditions of participation in whole or in part. Whenever possible, competition managers will be notified of these changes ahead of time.

Early Administration:

Early administration is never permitted and will result in the disqualification of all the results at your school. Early administration jeopardizes the validity of all scores from other schools.

Official Administration:

The only official days for the AIME are March 13 for the AIME I and March 21 for the AIME II. The only official days for the USAMO and USAJMO are April 17 and April 18 from 12:30 p.m. EDT to 5:00 p.m. EDT. Only official AIME participants are eligible to qualify for the USAMO or USAJMO, and only the answer sheets from official USAMO and USAJMO participants will be scored. If the AIME is administered in a time zone outside of the continental United States, the competition must begin after 9:00 a.m. EDT on the official competition day.

Competition Administration:

- The AIME, USAMO, and USAJMO must be administered by a competition manager. This person is a teacher, school administrator or coach and must be a responsible adult who not related to any of the participants. Under no circumstances may a parent administer any competition.
- The proctoring of the competition must take place in a public building (e.g., schools, universities, or places of worship).
- All students must take the competition at the same time under the supervision of a competition manager who fully understands the responsibilities and is not related to any of the students.

Inclement Weather and School Cancellation:

If school is canceled on the day of the AIME I, the competition manager must contact AMC customer service immediately (amcinfo@maa.org) so the school can registered for the AIME II. If school is cancelled on the day of the AIME II and the competition cannot be administered, students will not be eligible to qualify for the USAMO or USAJMO. In the event of a school closure, the competitions can be offered at a different location. The competition manager must receive approval from the school administration before offering the ompetition at an alternative location.

Questionable Scores:

If it is clear to the competition manager from personal observation that a student has cheated, then the competition manager must disqualify that student. If the competition manager receives an accusation or obtains indirect evidence of cheating, the competition manager must immediately report all the facts of the situation to the MAA AMC Office at amchq@maa.org. The MAA AMC Office will determine what further action to take. **Under no circumstances** may the competition manager decide on their own to accept a questionable score.

Students with Accomodation Plans:

If a student who qualified for the AIME is visually impaired and/or has a learning disability, contact the MAA AMC office at amcinfo@maa.org to discuss accommodations. The time allowance for students with learning disabilities is 4 hours and 30 minutes. If a student who qualified for the USAMO or USAJMO is visually impaired and/or has a learning disability, contact the USAMO office at usamoinfo@maa.org.

Lost or Delayed Packages:

Answer sheets must be received by the MAA AMC office by March 22, 2019 for the AIME I, and March 29, 2019 for the AIME II. The MAA AMC is not responsible for lost or delayed answer sheets. Answer sheets received after these deadlines will not be scored. This means that students will not be eligible to qualify for the USAMO or USAJMO and their scores will not appear on the MAA AMC website.