

EDINA

2017 AP PROGRAM NEWS

What You'll Need to Register for AP Exams

- A unique email address (username) to register each student.
- Student's legal name.
- Student's 6-digit ID number.
- Teacher name for each exam selected.
- Correct exam title: Calc AB or Calc BC? English Language or English Literature? Ask your student or the teacher.
- Credit or debit card.

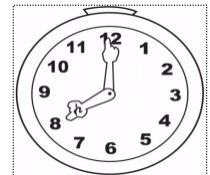
Note

- Middle schoolers select "Edina High School" as the school.
- If you registered for AP exams last year, a reminder will be sent in early February to the email you used. If you don't receive it, check old email addresses.
- You may generate an email to last year's username/email address through this URL <https://user.totalregistration.net/student/emailReminder.php?type=AP>. Fill in the name and/or student ID number.
- Use the "Forgot Password" link to reset a password.

Dear Parent or Guardian:

You are receiving this newsletter because you have a student enrolled in an AP or enriched course who may wish to register for an AP exam. Here are some basics to help you.

- To ensure a successful exam registration, read the left sidebar and gather the required information before you start the process.
- **Regular registration: Monday, February 6 through Monday, March 6.** The fee per exam is \$68. Free/Reduced Lunch participants are eligible for a reduced fee (details below).
- **Late Registration begins Tuesday, March 7: \$118 per exam.**
- Final deadline: Tuesday, April 11, at 11:59 pm.
- Edina's AP website has answers to many questions. Please check before emailing questions: <http://www.edinaschools.org/APRegistration>.
- Email inquiries to apinfo@edinaschools.org.
- The exam schedule is on the reverse side of this page. College Board sets the dates and times, and schools cannot change them. Exam durations vary and range from 2.5 to 5 hours.
- Due to construction projects around the district, testing locations may change suddenly. You will be notified through School Messenger of changes that will affect your child's exams.
- Students with exam conflicts should email apinfo@edinaschools.org as early as possible.
- Register online at www.TotalRegistration.net/AP/240708.



Exam Instructions

General instructions may be read prior to the exam start time, so students should be in the testing room at least 15 minutes prior to the start time of 8:00 am or 12:00 pm.

Students may not enter a testing room after the *exam-specific instructions* have begun. A "No Entry" sign will be posted on the door.

Students who miss an exam can request an alternate test for an additional \$70 fee.

Exam Duration Chart: <http://tinyurl.com/htblwub>

Testing Accommodations

Applications for first-time testing accommodations are due to College Board by February 17, 2017. Contact your EHS counselor for assistance. Middle school parents should contact their school counselor or Bill Hicks. Even though College Board has streamlined the process it may still take up to seven weeks for approval.

When registering for AP exams, answer "Yes" to the "documented condition" question near the beginning of the registration process; if you have a College Board SSD number, enter that in the space provided.

Reduced Exam Fees for Free/Reduced Lunch Participants

Students participating in the Federal Free & Reduced Lunch (FRL) program are eligible for reduced fees. Visit our registration page for more information: <http://www.edinaschools.org/APRegistration>

When registering, students check "YES" to Free & Reduced meal eligibility and pay the reduced fee online. All FRL submissions are verified, and only select the option if you qualify.

Scholarships

Scholarships are available for families experiencing financial hardship. Please email apinfo@edinaschools.org by Monday, March 20 to request this aid. Include the following: student name and six-digit ID, number of exams, brief reason for the request. You will be notified of your award by Monday, March 27.

Required Pre-Administration Session

Prior to exams, test-takers must complete College Board-required contact information. At the session, students will receive their personalized AP schedule with exam locations, along with their AP number, which they should retain for future use.

High schoolers attend pre-administration during collaborative time on Tuesday, April 4 or Thursday, April 6. Makeup is Tuesday, April 11. Middle school AP teachers set their own pre-administration date and time and notify their students.

Note: Students may not enter the testing room unless they have completed the pre-administration information.

Register online www.TotalRegistration.net/AP/240708

Regular registration, \$68 per exam: Monday, February 6 through Monday, March 6, 2017.

Late registration: **\$118 per exam**: Tuesday, March 7 through Tuesday, April 11, 2017.

Testing Locations

Due to construction, AP exams will be at multiple locations, including the South View City Gym (SV), Edina High School (EHS), possibly Edina Community Center (ECC), and likely Normandale Lutheran Church.

Locations may change suddenly due to construction schedules. Families will be notified of changes through School Messenger.

Buses are provided to and from EHS for the other testing sites, departing from Valley View/EPAC Door 3 around 7:30 am and 11:30 am. **ARRIVE EARLY!!**

We encourage all test takers to ride the bus. They may also walk, bike, or be dropped off/picked up by a parent or guardian. Drop off for the South View City Gym is the south lot, entrance off Concord Lane.

Buses leave shortly after exams end, so students should return promptly to the pick-up point.

Student parking is not permitted in any ECC, South View, Concord or Normandale lot.

Location for Exams with Testing Accommodations

Most exams with testing accommodations will be administered at a local church, likely Normandale Lutheran. Buses will be provided to and from the high school.

For location information, students should check the personalized schedule given out at the April pre-administration session. *Be sure you know your testing location(s)!*

Lunch

A few students will have a morning and an afternoon exam on the same day. Each exam has a 10-minute break about midway when snacks can be consumed. As there may be little time between the two exams, students should decide when and what to eat during the breaks.



Exam Start Times

Schools have a one-hour window in which to begin the exam, 8:00-9:00 am and 12:00 – 1:00 pm. Various issues may arise that cause an exam to start late, such as construction, traffic, and so on. This year, due to multiple testing sites and construction, it is possible an exam will start late, but it will be within the allowed timeframe.

Important College Board Bulletin

Be sure to read the enclosed *2016-17 Bulletin for AP Students & Parents*. Students will be required to sign each AP answer sheet acknowledging that they have read the publication and agree to abide by the policies and rules outlined.

Edina's 2017 AP Exam Schedule

The 2017 AP Exams will be administered May 1 through 5 and May 8 through 12.

Coordinators are responsible for notifying students when & where to report for the exams. Early testing or testing at times other than those published by the College Board is not permitted under any circumstances.

WEEK 1

Date	Morning 8 a.m.	Afternoon 12:00 p.m.
Monday, May 1	Chemistry Environmental Science	Psychology
Tuesday, May 2	Computer Science A Spanish Language & Culture	Physics 1: Algebra-Based
Wednesday, May 3	English Literature & Composition	Japanese Language & Culture
Thursday, May 4	US Government & Politics	Chinese Language & Culture
Friday, May 5	German Language & Culture US History	

Studio Art — Last day for Coordinators to submit digital portfolios (by 8 p.m. ET) and to gather 2-D Design and Drawing students for physical portfolio assembly. Teachers should have forwarded students' completed digital portfolios to Coordinators before this date.

WEEK 2

Date	Morning 8 a.m.	Afternoon 12:00 p.m.	2:00 p.m.
Monday, May 8	Biology	Physics C: Mechanics	Physics C: Electricity & Magnetism
Tuesday, May 9	Calculus AB Calculus BC	French Language & Culture	
Wednesday, May 10	English Language & Composition	Macroeconomics	
Thursday, May 11	Comparative Government & Politics World History	Statistics	
Friday, May 12	Human Geography Microeconomics	European History	Latin