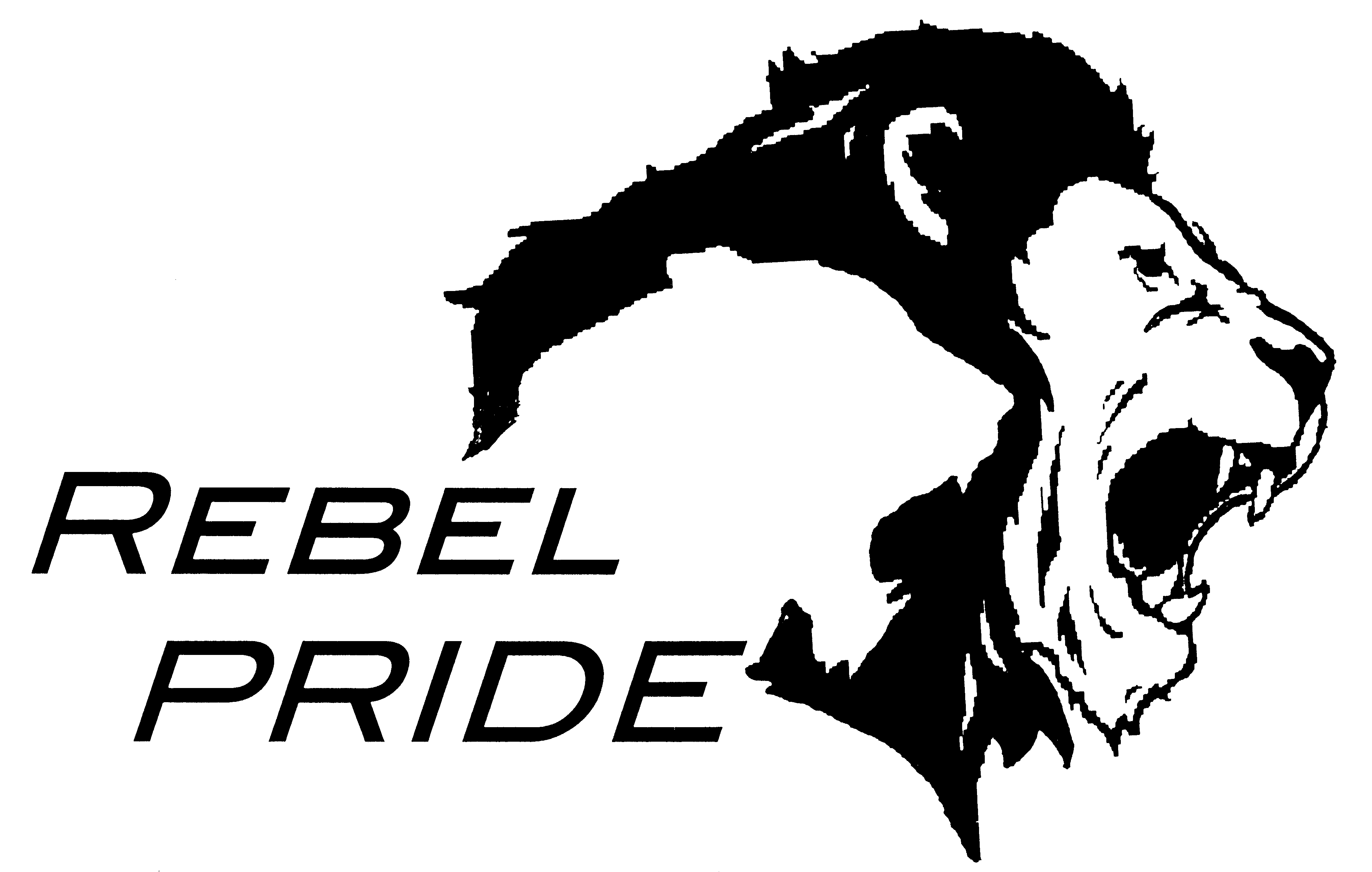
Fairfax High School Testing Office

**AP Testing Letter  
*April 2019***

**Kathleen J. Kraus-Zadrozny, M.Ed.  
Assessment Coach  
Room L127  
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Dear Students:

Advanced Placement (AP) testing is approaching! Please share this letter with your parents, and keep in mind the following important points:

* The cost of your first 6 AP tests are covered by Fairfax County Public Schools, if you are enrolled in the AP course.
* An AP course dropped for any reason after Friday, March 1 will incur a **$15 unused test fee**.
* Late (Make-Up) testing requires pre-approval with Mrs. Kraus-Zadrozny. You must talk with her to schedule a make-up test if you have a conflict with another test, or a planned absence (such as a school field trip), before Friday, April 13, if possible.   
  There will be a **$45 fee** for each make-up test for **non-essential reasons**. (Please refer to the College Board bulletin.)

Below is the AP Testing Schedule for May 2019. The College Board sets the date and time for AP exams. The location of small group accommodation and make-up testing will be determined a couple of weeks before testing begins. If you are involved, you will receive a hard copy notice of the testing location from your AP teacher.  
 **REGULAR SESSIONS (ON-TIME)**

|  |  |  |
| --- | --- | --- |
| **Date** | **Morning Session (8:30 AM)**  **[*Student arrival at 8:10 AM*]** | **Afternoon Session (12:00 PM)**  **[*Student arrival at 11:45 AM*]** |
| Monday, May 6 | United States Government – Aux Gym | Environmental Science – MPR |
| Tuesday, May 7 | Spanish Language – 2nd Period: A102, 7th Period: A106 | Physics I – Aux Gym |
| Wednesday, May 8 | English Literature and Comp – Aux Gym | French Language – A103 |
| Thursday, May 9 | Chemistry – Aux Gym | German Language – a106  Psychology – Aux Gym |
| Friday, May 10 | US History – Aux Gym | Studio Art – collect and submit portfolios – E117  Physics 2 - MPR |
| Monday, May 13 | Biology – Aux Gym | Physics C: Mechanics – MPR  2:00 Physics C: EM – MPR |
| Tuesday, May 14 | Calculus AB – Aux Gym  Calculus BC - MPR | Human Geography – Aux Gym |
| Wednesday, May 15 | English Language and Comp – Aux Gym | Macroeconomics – Aux Gym |
| Thursday, May 16 | Comp Government – D111/D112  World History – Aux Gym | Statistics – Aux Gym |
| Friday, May 17 | Microeconomics – Aux Gym | Latin – MCR  Computer Science A – Aux Gym |

\*If you are enrolled in German Language, Spanish Language or French Language, you must take these exams on time.

**LATE (MAKE-UP) TESTING – *Only for students with pre-approved exam conflicts!***

|  |  |  |
| --- | --- | --- |
| **Date** | **Morning Session (8:30 AM)**  **[*Student arrival at 8:10 AM*]** | **Afternoon Session (12:00 PM)**  **[*Student arrival at 11:30 AM*]** |
|  |  |  |
| Wednesday, May 23 | English Language, Microeconomics, Psychology, Statistics | Computer Science A, Chemistry, Physics C:M, Physics C: E&M, Music Theory |
| Thursday, May 24 | Biology, Environmental Science, Physics 1, US History | French Language, Latin, Physics 2, World History |
| Friday, May 25 | Calculus AB, Calculus BC, English Literature, Human Geography, US Government | Comparative Government, German, Macroeconomics, Spanish Language |

**The following are the “Do’s” and “Don’ts” of AP Testing. Please read them carefully.  
  
You should bring the following items to the exam room:**

* Your Student Pack.
* Your school-issued photo ID or another government-issued card (such as a driver’s license).
* Several sharpened **No. 2 pencils (with erasers)** for completing multiple-choice answer sheets.
* **Black or dark blue pens** for completing areas on the exam booklet covers and for free-response questions in most exams   
  (Pens should be **BALL POINT** instead of ink so they won’t bleed through the pages!)
* A **watch** that does not make noise or reach the Internet (in case you are unable to see the clock easily).
* Up to two **calculators** with the necessary capabilities if you are taking an AP Calculus, Chemistry, Physics, or Statistics Exam   
  (Visit [www.collegeboard.org/ap/calculators](http://www.collegeboard.org/ap/calculators) for a list of authorized calculators.).
* A **ruler** or straightedge if you are taking an AP Physics Exam.
* Your **College Board SSD Accommodations Letter** - College Board must approve any accommodations well in advance of testing.   
  You and your parents are responsible for following procedures and deadlines in the College Board Bulletin for requesting accommodations.   
  Please contact Ms. Helene Shapiro, Accommodations Coordinator, at [hbshapiro@fcps.edu](mailto:hbshapiro@fcps.edu) for assistance.

**You cannot bring the following items to the exam room:**

* **Cell phones, digital cameras, personal digital assistants (PDAs), BlackBerry smartphones, iPods, iPhones, Bluetooth-enabled devices, MP3 players, e-mail/messaging devices, or any other electronic or communication devices.**
* Books, compasses, mechanical pencils, colored pencils, correction fluid, dictionaries, highlighters, or notes.
* Rulers and straightedges (except for tests as noted in previous section).
* Scratch paper (notes can be made on portions of the exam booklets).
* Computers or calculators (except as noted in previous section), and reference guides, keyboard maps, or other typing instructions.
* Watches that beep or have an alarm, and portable listening or recording devices (even with headphones) or photographic equipment.
* Clothing with subject-related information.

Some additional things to keep in mind:

* ***You must arrive no later than 8:10 a.m. for the morning administration and 11:45 a.m. for the afternoon administration.*** You will fill out your **answer document** before you start the test, so don’t be late!
* Students who have a morning and an afternoon exam should pack their lunch to eat quickly between sessions.
* We will wait to start an afternoon test session if there are students finishing a morning test session.
* **Afternoon testing will not be completed prior to the end of the school day. Please arrange for transportation.**
* You may not be dismissed until an exam has officially ended; do not ask to leave early if you finish before the end of the exam.
* You may bring a snack and/or beverage to enjoy during your 10-minute break. No eating or drinking during the test itself.
* It is preferred that you attend all of your classes on the date of your AP examination. However, you will be allowed to miss classes on the day of your examination with parent permission. Please turn in the completed excused absence form to your **subschool by Monday, April 8th** The form will not be collected in the testing rooms. These forms were distributed in January in your manila envelope.
* You must contact Mrs. K-Z (Assessment Coach) **prior to** or **on the day of** missing a regularly scheduled AP test if you want to request a make-up test. There is no guarantee that a make-up test will be granted if you approach Mrs. K-Z with this request after the testing day.
* AP exams can be rescheduled without an additional fee for the following reasons: illness **with** a doctor’s note, personal or family emergency (injury or death), and/or conflict between exams (two exams are scheduled at the same time).   
  ***If you miss your AP exam(s) for other reasons, you will be charged a $15 unused exam fee.***
* If you have a conflict between two AP exams and one is a World Language, you must take the World Language (German, Spanish, French) on time. We do not offer World Language exams late.
* Please remember that you will need to pay for any AP tests beyond the 6 tests paid for by the school district. The payment will be available in the MySchoolBucks Portal by mid-April.
* You are required to follow the policies contained in the *2017-2018* *Bulletin for AP Students and Parents* available online at   
  <https://apcentral.collegeboard.org/pdf/ap-student-bulletin-2017-18.pdf>

THANK YOU!

Mrs. Kraus-Zadrozny  
Assessment Coach