

LANIER HIGH SCHOOL

AP Testing Confirmation Letter



April 8, 2024

Dear AP Exam Student,

You are receiving this letter because you registered for one, or more, AP exam(s) this year. You need to see Mrs. Burrell immediately if you have any questions or concerns. Below is important information regarding your registration and exam(s).

All AP exams have been ordered and you will be responsible for either taking the exam(s) or paying **an additional \$40.00 fee for each returned exam if you do not show up for the exam**. The \$40.00 obligation fee must be paid prior to graduation if you are a graduating senior.

All AP exams will be taken at Lanier High School. Students will receive notice prior to the exam as to exact room location. You are required to arrive no later than 30 minutes prior to your exam: Arrive at **6:50 a.m. for the morning** administration, and at **11:15 a.m. for the afternoon** administration. Students 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. If you play a sport or have a job, it is your responsibility to inform your coach or employer of your AP Exam obligation, and arrangements should be made accordingly. **Afternoon exams will not be over by the 2:10 dismissal bell, so please plan your transportation accordingly.**

Whether you are registered for a morning or an afternoon exam, you will be excused for the entire day.

Please read the following information carefully for exam day instructions:

You should bring the following items to the exam room:

- A government-issued or school-issued photo ID.
- Several sharpened No. 2 pencils (with erasers) for completing multiple-choice answer sheets.
- Pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams.
- A watch that does not have internet access, make noise, or have an alarm.
- Up to two calculators with the necessary capabilities if you are taking an AP Biology, Calculus, Chemistry, Physics, or Statistics Exam. (Visit <https://apcentral.collegeboard.org/exam-administration-ordering-scores/administering-exams/on-exam-day/calculator-policy> to learn more about the calculator policy for each of these exams, and for a list of authorized calculators.)
- A ruler or straightedge only if you are taking an AP Physics Exam. (Protractors are not allowed.)

You should NOT bring the following to the exam room:

- NO Electronic equipment: (phones, fitness tracker, tablet computer, etc.), portable listening or recording devices (MP3 player, iPod, etc.), cameras or other photographic equipment, devices that can access the Internet, and any other electronic or communication devices.
- Unapproved aids: Books, compasses, mechanical pencils, correction fluid, dictionaries, highlighters, notes or colored pencils.
- Scratch paper
- Computers or calculators (except as noted above).
- Reference guides, keyboard maps, or other typing instructions.
- Watches that beep or have an alarm, or smartwatches.
- Clothing with subject-related information.

You are required to abide by the policies of both the College Board and Lanier High School during the exam period. Any misconduct will be reported and could jeopardize your AP Exam score. If you decide not to take an exam, please inform me as soon as possible prior to the test administration. Please refer to the AP Exam Terms and Conditions at https://apstudents.collegeboard.org/exam-policies-guidelines/terms-conditions?SFMC_cid=EM937544-&rid=47224222.

AP exam dates are May 6th -17th. Please visit the College Board website for specific test dates. All AP exam information is also available on the school's website: <http://lanierhs.org/school/academics/testing>.

If you have any additional questions or concerns, feel free to contact me. Good luck!

Jaclyn Burrell, Assistant Principal
AP Coordinator (office located in Student Services)