

AMHERST - PELHAM *Regional* **SCHOOL DISTRICT**

AMHERST, MASSACHUSETTS

Amherst Regional High School
 21 Mattoon Street, Amherst, MA 01002
 Phone: (413) 362-1700 Fax: (413) 549-9704
<http://arhs.arps.org>

Talib Sadiq, Principal
 Miki Lee Gromacki, Assistant Principal
 Samantha Camera, Assistant Principal
 Victoria Dawson, Athletic Director

October, 2025

Below is the information and logistics regarding the AP Exams. See the date and the time for each exam offered here at ARHS below. Please note that some of the exams begin at 8 a.m. Students taking an 8 a.m. exam will need to arrive at the school by 7:30 a.m. Please let us know if transportation is a barrier to accessing the AP test, because arrangements will be made to ensure all students can access the exams. Students will be assigned a room, a seat assignment and proctor for each exam. **The dates below are the only dates that ARHS offers the AP Exams. There are no makeup or late testing dates offered.**

AP Exam Dates - Spring, 2026		
Date	Morning 8 a.m. (Students arrive at 7:30 and report directly to their testing room)	Afternoon 12:45 (Students eat during 1st lunch then report to their testing room at 12:20)
		Chinese Language and Culture Practice Exam - time/date/location TBD
Monday, May 4	Biology (Hybrid) -Built-in Desmos Scientific Calculator in Bluebook App*	
Monday, May 4	Latin (Digital)	
Wednesday, May 6	English Literature and Composition (Digital)	
Thursday, May 7	World History: Modern (Digital)	Statistics (Hybrid) -Built-in Desmos Graphing Calculator in Bluebook App*
Friday, May 8		Chinese Language and Culture (Digital)
Monday, May 11	Calculus AB (Hybrid) -Built-in Desmos Graphing Calculator in Bluebook App*	
Monday, May 11	Calculus BC (Hybrid) -Built-in Desmos Graphing Calculator in Bluebook App*	
Tuesday, May 12	French Language and Culture (Paper)	
Wednesday, May 13		Physics C: Mechanics (Hybrid) -Built-in Desmos Scientific or Graphing Calculator will be available in Bluebook App*
Thursday, May 14	Spanish Language and Culture (Paper)	Computer Science Principles (Digital)
Friday, May 15	Environmental Science (Digital) -Built-in Desmos Scientific Calculator in Bluebook App*	

***Bluebook App:** The Bluebook App is available on the School-Issued Chromebooks. It is found in the app folder in the bottom left corner. Here is a link to view the list of [Bluebook App Features](#).

Exam Types

Digital: Students complete multiple-choice and free-response questions in Bluebook, with all responses automatically submitted at the end of the exam.	Hybrid Digital/Paper: Students complete multiple-choice questions and view free-response questions in Bluebook. They handwrite their free-response answers in paper exam booklets that are returned for scoring.	French and Spanish: Students take the exam on paper and record a spoken response digitally.
---	---	--

Joining a Class Section (How does a student join a class section on the College Board website?)

Login to your College Board account. If you do not have a CB account you will need to create one. Enter the join code provided by your AP teacher. There are a lot of resources that will be used in your AP course including AP Classroom, AP Daily Videos and so much more. You can also use this account for the SAT and other programs—plus managing your college list, saving scholarship searches and comparing college costs. All AP students should have joined their class section(s) during the first 2 weeks of school. If any student has not joined their class section as of today, they should do so by **now** even if they do not plan to take the AP exam. Here is a video on how to join a class section: [Join a Class on the College Board Website Link](#).

AP Exam Order

AP exams **are not** automatically ordered when a student joins their classroom section in their College Board account.

When a student joins the class section with their College Board login, they are asked if they want to order an exam for this subject. Students must choose: Yes, No or Undecided.

- **If a student selects Yes**, an exam will be ordered for each exam that payment is received. However, **if payment is not received** by the end of day on **Wednesday, November 12**, the exam(s) will not be ordered.
- **If a student selects No**, an exam will not be ordered for them.
- **If a student selects Undecided**, they will need to change this designation to **Yes or No before Wednesday, November 12 and the exam order designated is undecided at the end of the day on Wednesday, November 12**, an exam will not be ordered. Exams can be ordered/canceled after this date but there is an additional fee of \$40 per exam.

Adding or Canceling an Exam Order after Wednesday, November 12

A late order/cancellation fee in the amount of \$40 will be added to any exams ordered/canceled between **Monday, November 17 and Friday, March 13**. No refunds will be made and no exams can be ordered/canceled after **Friday, March 13**.

- If you would like to order an exam after Monday, November 17, bring your payment for each exam (with the payment form below) to Room 207. Don't forget to add \$40 for each exam to your payment. Ms. DellaMarco will update your exam order to yes and mark it paid.
- If you would like to cancel an exam order after Monday, November 17, please email Ms. DellaMarco that you would like to cancel your exam. Be sure to include the subject of the exam you want to cancel and one of the reasons listed below. The College Board requests a reason to finalize the cancellation of your exam order when the exam is canceled after Monday, November 17. Here are the reasons, please choose one listed below and include it in your email to Ms. DellaMarco.
 1. Already earned maximum college credit in this subject.
 2. Cost/Exam Fee
 3. No longer enrolled in the class
 4. Not confident about earning a passing score on the exam
 5. Not interested in college credit or placement
 6. Preferred college does not offer credit or placement for the exam
 7. Scheduling conflict
 8. Teacher and or students recommended against the exam
 9. Too early to commit to taking the exam
 10. This is the first year of a two-year course; students make exam decision in second year

11. Other: _____

Exam Fees (How much does it cost for the exam?)

AP Exams cost \$99 per exam. If you take more than one, two exams will be \$198; three exams will be \$297, etc. If you are making a payment for more than one AP Exam, you can make a multiple exam payment on one check, one money order or cash (checks are written to ARHS).

Do you qualify for a reduced AP Exam rate? If you are in financial hardship or are participating in a state administered program, complete [Form A](#). Form A must be signed by a parent/guardian and include supporting documentation (if required per Form A). Submit Form A with your exam payment and the Payment Form (page 4 below) in Room 207. The reduced rate is \$22 per exam to qualified families.

Payments (Where and When do I pay for the exam fee?)

Complete the AP Exam Payment Form (page 4 below) and either staple your payment or enclose it in an envelope with Form A (if applicable) and place it in the box on the table in Room 207. Room 207 office hours are from **8:15 a.m. - 3:45 p.m.** for students. There are extra copies of the AP Exam Payment Form and Form A in Room 207.

About Testing (How do I know where/when I will be testing?)

The dates and times are listed at the beginning of this letter. Your testing room and seat assignment will be posted in the main lobby, in the cafeteria lobby and outside Room 207 a week to 10 days prior to the first AP exam.

Important Fee Information

AP Exam payments are due on or before Wednesday, November 12 by end of the day.

A late order fee in the amount of \$40 will be added to any exams ordered/paid for between Monday, November 17 and March 13. No exams can be ordered after March 13.

Cancellation exam fee - There is a **\$40 cancellation fee** for each exam canceled between November 17 and March 13. The refunds are as follows: a refund for the amount of the exam minus the \$40 cancellation fee (exam cost is \$99 - \$40 unused/canceled exam = \$59 refund). There is no refund for the students that paid the reduced rate with Form A (\$22).

Students with Disabilities

If you would like to submit a request for testing accommodations, please see the link from Ms. Gromacki, Assistant Principal on how to submit [SSD Accommodations](#). All Accommodations requests for AP Exams must be submitted **on or before Friday, January 24.**



Amherst Regional High School
21 Mattoon Street, Amherst, MA 01002
Phone: (413) 362-1700 Fax: (413) 549-9704
<http://arhs.arps.org>

Talib Sadiq, Principal
Miki Lee Gromacki, Assistant Principal
Samantha Camera, Assistant Principal
Victoria Dawson, Athletic Director

AP Exam Payment Form

Student Name: _____ Grade: _____

Please check each AP exam you are planning to take below. You do not need to complete a form for each exam. Payment for all exams can be made on one check (make check payable to ARHS), one money order or cash. An email will be sent to you as a receipt of payment.

- | | |
|---|---|
| ☐ Biology | ☐ French Language and Culture |
| ☐ Calculus AB | ☐ Latin |
| ☐ Calculus BC | ☐ Physics C: Mechanics |
| ☐ Chinese Language and Culture | ☐ Spanish Language and Culture |
| ☐ Computer Science Principles | ☐ Statistics |
| ☐ English Literature and Composition | ☐ World History: Modern |
| ☐ Environmental Science | |

Check Number _____ or Cash (Circle One)

Total Amount Enclosed: _____

Please list any AP course that you are currently taking but **do not** plan to take the AP exam.

Thank you.