

**Millcreek Township School District**  
**Advanced Placement® (AP) Course/Exam Letter of Agreement**

The Millcreek Township School District is committed to maintaining the integrity and rigor of the AP® courses offered to our students; therefore, McDowell expects that each student fulfills his/her obligation to take the AP® exam corresponding with each AP course in which he/she is enrolled.

I, \_\_\_\_\_ (student's name), hereby agree to commit myself to completing all of the AP® work for \_\_\_\_\_ (the course/courses for which I am registering), including any course work that may fall outside of the school day or that is assigned as summer work. I also agree to take the AP® exam for any AP® course for which I register.

- I understand that failure to complete assigned summer work may result in consequences such as lack of credit for the assignments and denial of senior release.
- I understand that an AP® course transcends the expectations of traditional high school academics, and the AP® exam is in integral part of the process by which the curriculum of the AP® course is synthesized. As such, I am expected to take the exam as the capstone of the course experience.
- I understand that an exam will be ordered on my behalf for all courses in which I am enrolled and agree to pay all exam fees, as billed. If I take more than three AP® courses throughout one school year, I may request to opt out of one additional course exam by consulting with my guidance counselor by February 1st. However, College Board charges a fee of \$40 to cancel a test after the ordering deadline, and I am responsible for all fees associated with AP® testing.
- I understand that the benefits offered to me may provide the opportunity to:
  - Weighted GPA Boost: Earn a 1.2 multiplier towards my GPA for the AP® course grade on my transcript.
  - College Credit Opportunity: (Depends on AP® test score and college selected) saving time and tuition.
  - Stronger College Application: Stand out in the college admissions process.
  - Scholarship Opportunities: Earn academic scholarships and awards from colleges and universities.
  - Experience a college-level exams with rigor to help build confidence and test taking skills.
  - College Preparedness: critical thinking, time management, and study skills for college-level course work.
- If I would like to apply for a waiver excusing me from an exam due to unforeseen or unusual circumstances, I must send in a parent note requesting a meeting with a guidance counselor and AP Coordinator no later than February 1st. I understand that College Board charges a fee of \$40 to cancel a test after the ordering deadline.
- Exam Fees:
  - \$99.00 per exam, including AP Capstone Exams (AP Seminar and AP Research)

**Note:** College Board fee reductions for eligible students (\$37.00 reduction per exam). Additional fee reductions may apply for eligible students through the state of Pennsylvania.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**This form must be submitted to your guidance counselor no later than May 29, 2026.**

If you completed an AP course through a cyber program, summer program, home school, independent study, or self-study, you must complete the "Request an AP Test" Form by October 30<sup>th</sup>. Forms are available in the guidance office.

Failure to complete and submit this form to your guidance counselor may result in removal from the course and a schedule change. Additionally, all students enrolled in an AP course are required to take the AP exam, regardless of whether they have signed this contract.