

**FEBRUARY 2, 2011**

**DEAR SOUTH RIVER PARENT/GUARDIAN,**

In the next few days, students enrolled in AP classes will receive an AP Information Sheet and an AP Exam Registration Form. Please be aware that the registration deadline for AP Exams is March 18, 2011. The fee is \$87 per exam, payable by cash or check (to South River High School.) The Board of Education is again offering a multi-exam discount for families paying for four or more exams. Details on the multi-exam discount can be found on the back side of the registration form. Information on MSDE Fee Waivers for students and families who meet the specified financial criteria is also included on the Registration Form. Forms and payments should be returned to Ms. Jentilet or Mrs. Mann in the Main Office no later than March 19<sup>th</sup>. Additionally, we will be holding an AP Exam Information Night at South River on February 9<sup>th</sup> at 6:30 p.m. in the auditorium. We will address questions about exams and registration at that time. We are encouraging families to turn in Registration Forms and Fees at the February 9<sup>th</sup> Informational Session.

In an attempt to create a test environment free of distractions, most Advanced Placement Exams will again be held off site at Riva Trace Baptist Church (475 West Central Avenue, Davidsonville, MD 21035.) The length of AP exams varies by subject. Exams take approximately 3 hours of ACTUAL TESTING TIME. Adding one 10-minute break between sections and time to distribute, collect and count materials results in AP exams ending around 11:45 a.m. in the morning, with afternoon exams ending around 4:00 p.m. Students are encouraged to make arrangements for transportation to and from AP exams. Students taking the afternoon exams will NOT BE FINISHED IN TIME TO RIDE THE AFTERNOON SCHOOL BUS. Students may choose to drive, carpool, or be dropped off at the test site. There is ample parking for students who opt to drive to the test site. Specific information about off site testing will be addressed during our AP Exam Information Night and in AP classes. Questions about off-site testing should be directed to Mrs. Mann at 410-956-5600 ext, 232 or [LTMann@aacps.org](mailto:LTMann@aacps.org).

### **Attendance, Arrival & Dismissal**

The Board of Education states that “students taking AP Exams may be excused from their regularly scheduled classes on the day of the exam to allow students the time necessary to concentrate on preparing for their exam(s).” So that students can better prepare for the exams, they are given the option of being excused from their morning classes if taking an afternoon exam and/or of being excused from their afternoon classes if taking a morning exam. The Early Dismissal/Tardy Permission Form is attached to this letter. If a student decides not to take an exam or is ill on exam day, you must contact the attendance office at 410-956-5600 before the start of the exam.

Students are required to arrive no later than 30 minutes prior to the exams: 7:30 a.m. for the morning administration; 11:30 a.m. for the afternoon. Most afternoon exams will not end until 4pm. Students will not be provided bus transportation beyond the regular daily bus schedule.

No student will be dismissed until an exam has officially ended. Students should not ask to leave early if they finish before the end of the test, as their requests will be denied. Students who play a sport or have a job are responsible for informing coaches or employers of AP obligations and making arrangements accordingly. ***Students taking two exams on the same day should bring their lunch as there will not be time between exams to buy lunch!*** The expectation is that students will remain engaged in regular attendance and rigorous course work for the remainder of the school year once their exams have been taken.

Students are required to abide by the policies of both the College Board and South River High School during the exam period. Any misconduct will be reported and could jeopardize AP Exam grades. If you decide not to take an exam, please inform Mrs. Mann as soon as possible prior to the test administration. There will be a \$13.00 fee per exam for any exams cancelled after April 17<sup>th</sup>. Students should get a good night of rest before the tests, and eat a nutritious breakfast.

**A PERMISSION SLIP FOR LATE ARRIVAL/EARLY DISMISSAL DURING ANY EXAM DAY IS ATTACHED AND MUST BE COMPLETED AND TURNED IN PRIOR TO THE BEGINNING OF EXAMS.**

Please feel free to contact me if you have any questions about AP Exam Registration or about off-site testing. Thank you for your time and support of our Advanced Placement Program.

Good Luck!

Leigh Mann

Leigh Mann  
School Test Coordinator

[LTMann@aacps.org](mailto:LTMann@aacps.org)

410-956-5600

**What to bring to AP exams**

- Several sharpened No. 2 pencils (with erasers) for all multiple-choice answer sheets
- Black or dark-blue ballpoint pens for completing areas on the exam booklet covers
- A sweater, in case the room temperature is below your comfort level
- A watch WITHOUT AN ALARM (in case the exam room does not have a clock that you can see easily)
- If taking Physics: a ruler or straightedge
- If taking Calculus, Chemistry, Physics or Statistics: a calculator that complies with the [College Board Calculator Policy](#). Students are advised to borrow a second calculator from a friend and/or bring replacement batteries to the exam.

**What NOT to bring to AP exams**

- Backpack, cellular phone, pager, MP3 player, camera or personal digital assistant (PDA). Leave them in the car, a locker or at home!
- Books, compasses, correction fluid, dictionaries, highlighters, or notes
- Scratch paper (notes can be made on portions of the exam booklets)
- Rulers and straightedges (except if taking one of the Physics exams)
- Computers (students with a computer accommodation will use a school machine)
- Calculators (except if taking Calculus, Statistics, Chemistry or Physics)
- Watches that beep or have an alarm
- Portable listening or recording devices (even with headphones) or photographic equipment
- Clothing with subject-related information

**MAY 2011 AP EXAM SCHEDULE**

<b>Week I</b>	<b>Morning Exam: Report at 7:30 a.m.</b>	<b>Afternoon Exam: Report at 11:30 a.m.</b>
<b>Mon 5/2</b>	<b>Chemistry Environmental Science</b>	<b>Psychology</b>
<b>Tues 5/3</b>	<b>Computer Science A Spanish Language @ SRHS</b>	<b>Art History</b>
<b>Wed 5/4</b>	<b>Calculus AB Calculus BC</b>	
<b>Thurs 5/5</b>	<b>English Literature</b>	
<b>Fri 5/6</b>	<b>US History</b>	<b>European History Studio Art (portfolios due) @SRHS</b>
<b>Week 2</b>	<b>Morning Exam: Report at 7:30 a.m.</b>	<b>Afternoon Exam: Report at 11:30 a.m.</b>
<b>Mon 5/9</b>	<b>Biology</b>	<b>Physics B Physics C (12:00 &amp; 2:00)</b>
<b>Tues 5/10</b>	<b>US Government</b>	<b>French Language @SRHS</b>
<b>Wed 5/11</b>	<b>English Language &amp; Composition</b>	<b>Statistics</b>
<b>Thurs 5/12</b>	<b>World History</b>	
<b>Fri 5/13</b>	<b>Human Geography</b>	

**SOUTH RIVER HIGH SCHOOL**

**PERMISSION REQUEST FORM  
FOR  
AP EXAM LATE ARRIVAL/EARLY DISMISSAL**

Student Name (Please print)	
Grade	SIF#

The Board of Education has determined that students taking AP Exams may be excused from their regularly scheduled classes on the day of the exam to allow students the time necessary to concentrate on preparing for their exam(s). This means that a student scheduled for a morning exam could leave on early dismissal after the exam or that a student taking an afternoon exam could arrive at the afternoon exam report time of 11:30 a.m. Students would be marked “present” for these times with a code of “school activity”. Please complete the form below and turn in to Mrs. Thorne in the Attendance Office.

Write in the name of the exam the student is taking and check either the early dismissal or late arrival column. If more than one exam is being taking, complete the appropriate area for each exam. Parent/guardian and student should sign the form below.

DATE	Time of Exam	Name of Exam	Early Dismissal	Late Arrival
<b>Week 1</b>				
Mon 5/3	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Tues 5/4	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Wed 5/5	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Thurs 5/6	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Fri 5/7	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
<b>Week 2</b>				
Mon 5/10	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Tues 5/11	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Wed 5/12	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Thurs 5/13	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			
Fri 5/14	Morning: 7:30 a.m.			
	Afternoon: 11:30 a.m.			

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Parent/Guardian Signature

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Student Signature