

## What to Expect on AP Exam Day

### Before the Exam

- **Know Your Testing Dates and Times**
  - All students enrolled in an AP class must sit for the exam on the scheduled date and time or be charged the exam fee and receive an F for their second semester exam grade. Make-up exams are **not permitted** by the college board without a documented emergency.
  - If an EOC or classroom test conflicts with your AP exam, the **AP exam takes priority** and make-up for EOCs, and classroom tests will be provided later.
- **Arrival Time & Location**
  - Make sure you know the time and location of your test. Morning exams begin at 7:30 am and afternoon exams begin at 11:30 am.
  - If you arrive late and the exam has already begun, you will not be allowed into the testing room and will be charged the exam fee and receive an F for the second semester exam grade.
- **What to Bring**
  - **School-issued** laptop and charger (required for testing)
  - Approved calculator (if applicable)
  - Pencils and blue or black pens (no erasable pens)
  - Snacks for break

### During the Exam

- **Exam Structure:** Each test has a timed multiple-choice and/or free-response section. The exam length varies but will be between 2.5-4 hours with breaks. This is different for each exam so get details from your teacher in advance.
- **Breaks:** There will be scheduled breaks, but phones/electronics and discussions about the test are prohibited.
- **Testing Login:** Students must **memorize** their College Board username and password to access the test. If you do not know your login information, please see your teacher and/or Ms. Robinson BEFORE your exam date for help.
- **Testing Rules:**
  - Proctors will collect all cell phones, smart watches, and headphones.
  - Students will **NOT** be able to access their phone or any electronic device at any point during the AP exam for any reason.
  - No talking or looking at other students' tests.
  - Follow all proctor instructions.
  - Must remain in the room until dismissed by proctor. You will not be able to leave if you submit your test early.

## After the Exam

- **Afternoon Exams & Transportation:** Some students will have **afternoon exams** that will run past the end of the school day. **If your exam ends after school dismissal, you will miss the bus and must arrange for your own transportation home.**
- **Attendance- Students will ONLY be marked SCF during testing times and if present for exam.**

## Important Policies

- **School-Issued Devices:** All students must bring their **school-issued laptop** and **charger** for testing. If you do not have a school-issued device, please let your teacher know ASAP.
- **No-Show Fee:** If you have an emergency, notify the testing coordinator as soon as possible. Documentation will be required to qualify for a make-up test. If you do not show up for your scheduled AP exam, you will **be charged a fee of \$\_40\_\_ for** the missed test. Failure to pay the fee will result in your name being on the obligation list. Students will also receive an **F for their second semester exam grade** if they do not sit for the exam.
- **Late Arrivals:** If you arrive late and the exam has already begun, you will not be allowed to take the test and will miss the exam. Late arrivals will be charged the testing fee and receive an F for the semester exam.
- **Afternoon Exams & Transportation:** All afternoon exams will be released after dismissal. Any students with an afternoon exam must arrange their own transportation for that test date.
- **Parent Contact During Exam:** If a parent needs to reach a student during the exam, they must call the front office. Parents should only contact the school to reach their students with emergencies during AP testing. Students will not be able to check their phones at any time during testing.