

August 2018

Dear AP Students & Parents:

AP Exams will be administered May 6 through May 17, 2019.

Specific test locations and rooms will be announced at a later date. Most AP Exams will be administered at St. Petersburg College (Seminole Campus) and some will be administered at OFHS. Students are responsible for their own transportation to and from their test site.

All students are required to test during their assigned testing date & time. Missing the exam will result as a Final Exam grade of an "F" for the course and a fee.

Late testing will not be granted for missing an exam due to family vacations or trips; power outages at home; oversleeping, inability to locate testing room, car troubles, etc. Any student who misses an exam due to illness must present a Dr. note within 48 hours of the missed exam to be considered for late testing.

My permission form(s) are due: Wednesday, August 22, during lunch, to the counselors who will be in the cafeteria at the guidance table.

Please detach, complete and return the last three forms of this packet.

- All students are required to complete and submit the "Field Trip/Activities Permission Form." Just one copy is needed per student regardless of the number of exams taken.
- All students who plan on driving a vehicle to testing are required to complete and submit the "Field Trip Vehicle Information" form. **Note: You must attach a photocopy of the person's insurance card and driver's license to this form when submitting.** Just one copy is needed per student, if you are planning on driving a vehicle, regardless of the number of exams being taken. If a parent is driving their child, this form does not need to be completed. This form is ONLY for student drivers.
- Please complete and submit the "Permit to Leave" form if you are planning on not attending the regular school day during the time you are not in exams.

It is advisable to familiarize yourself with the Seminole Campus of SPC before your test date. Visit <http://www.spcollege.edu/friends-partners/about/locations/seminole-campus> to review a map.

Students are required to arrive at the testing site no later than 15 minutes prior to your exam: 7:45 a.m. for the morning administration and 11:45 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.

You are not required to attend school on the day of your exam(s). An attendance roster will be published for the school prior to and after an exam. You must complete and submit the Permit to Leave form, located within this packet, for an excused absence. If this form is not turned in, you are expected to attend school during the time you are not testing.

You are required to abide by the policies of both the College Board and Osceola High School during the exam period. Any misconduct will be reported and could jeopardize your AP Exam score. Since this activity is occurring off-campus, you must complete the attached permission slip(s) and have a parent or guardian sign it.

If you have any additional questions or concerns, please feel free to contact AP Coordinator, Krysta Nymark or Assistant Principal of Curriculum, Daniel Schmittiel.

Get a good night's rest before your exam, and eat a nutritious breakfast. Food and drink are prohibited in the exam room. Be sure to review "What Students Should and Should Not Bring to the Exam Room" reference sheet within this packet. You may also want to bring a sweater, in case the room temperature is below your comfort level. Good luck!

Sincerely,



Krysta Nymark
School Counselor
Nymarkk@pcsb.org

What Students Should and Should Not Bring to the Exam Room

You should bring the following items to the exam room:

- Several sharpened No. 2 pencils (with erasers) for completing multiple-choice answer sheets
- Pens with black ink completing areas on the exam booklet covers and for free-response questions in most exams
- A watch (in case your exam room does not have a clock that you can see easily)
- Up to two calculators with the necessary capabilities if you are taking an AP Calculus, Chemistry, Physics, or Statistics Exam (Visit www.collegeboard.com/ap/calculators to learn more about the calculator policy for each of these exams, and for a list of authorized calculators.)
- Your social security number for identification purposes (optional). If you provide it, the number will appear on your AP score reports.
- Physics 1 test-takers may bring a straightedge.

You should not bring the following to the exam room:

- Cell phones, digital cameras, personal digital assistants (PDAs), BlackBerry smartphones, Bluetooth-enabled devices, MP3 players, e-mail/messaging devices, or any other electronic or communication devices
- Books, compasses, mechanical pencils, colored pencils*, correction fluid, dictionaries, highlighters*, or notes
- Rulers and straightedges (Straightedge allowed for Physics exam!)
- Scratch paper (notes can be made on portions of the exam booklets or, for Chinese Language and Culture and Japanese Language and Culture, on scratch paper provided by the proctor)
- Computers* or calculators (except as noted above)
- Reference guides, keyboard maps, or other typing instructions
- Watches that beep or have an alarm
- Portable listening* or recording devices (even with headphones) or photographic equipment
- Food or drink*
- Clothing with subject-related information

* Unless this has been preapproved as an accommodation by the College Board Services for Students with Disabilities office prior to the test date.

PINELLAS COUNTY SCHOOLS
FIELD TRIP/ACTIVITIES PERMISSION FORM



School _____

I (We) hereby grant permission for _____ to participate
Student Name
in a field trip/activity to _____ on _____
Location Date
and to make authorized or emergency stops as necessary

Students will be traveling in the following manner

- Walking
- School Bus
- Private Passenger Vehicle
- Rental Vehicle
- Commercial Transportation Carrier
- Other _____

Time of Departure (Approx) _____ Time of Return (Approx) _____

- 1) I authorize school representatives to obtain medical treatment for my child, which includes required emergency transportation, in case of serious illness or injury and agree to pay for such treatment
- 2) I understand that the trained school employee who usually dispenses medications may or may not be present during this trip. Medications will be dispensed by a responsible staff member
- 3) I have documented below all precautions/instructions regarding my child's medication. I have noted any special health-related conditions or allergies regarding my child

- 4) All provisions of the student code of conduct apply to field trips and activities. To ensure student safety and compliance with the student code, I agree that my child's luggage, belongings, and rooms (where applicable) may be randomly searched for contraband

If the field trip is to the 4th grade Environmental Education Program, please complete the following:
Your child will have the opportunity to touch and hold captive animals in the environmental classroom during this field trip. You must check the appropriate space below in order for your child to touch and hold captive animals.
 YES, my child may touch and hold the animals. **NO**, my child may **NOT** touch and hold the animals

Signature of Parent/Guardian _____ Phone (Home) _____ Phone (Work) _____ Phone (Cell) _____

Alternate Emergency Contact _____ Phone (Home) _____ Phone (Work) _____ Phone (Cell) _____

_____ Date

PINELLAS COUNTY SCHOOLS
FIELD TRIP/ACTIVITIES VEHICLE INFORMATION



Date: _____ School: _____

Safety Guidelines

- Students in all seating positions are required to wear seat belts or be in a proper child restraint system at all times
- Children 3 and under must be in a child restraint device or an integrated child seat
- Children 4 and 5 must be restrained in a separate carrier, integrated child seat or by a seat belt
- Infant car seats should be in a rear-facing position in the back seat
- All children under 12 should sit in the back seat
- When children outgrow standard car seats, at around 40 lbs , they should be restrained in booster seats until they are big enough to fit in an adult seat belt, at about 80 lbs. and 4' 9" tall.

CHAPERONES/DRIVERS ARE NOT PERMITTED TO MAKE UNAUTHORIZED STOPS, CONSUME ALCOHOL OR SMOKE WHILE ON A SCHOOL FIELD TRIP.

Driver Information

I hereby agree to abide by all School Board policies and field trip safety guidelines

Printed Name of Driver _____

Address _____

Signature of Driver _____

Driver License Number _____

Phone Number _____

Insurance Information

Any private vehicle used to transport children for school-related field trips or activities must carry at least the minimum auto insurance and safety measures as required by Florida Statutes 324 021, 627 733, 1006 22

\$10,000	Personal Injury Protection
\$10,000	Property Damage Liability
\$10,000	Bodily Injury Liability per person
\$20,000	Bodily Injury Liability to two or more persons

Please attach a photocopy of the person's insurance card and driver's license.

This coverage is with _____
Insurance company

Policy Number _____ Policy expires on _____
Month/Date/Year

Insurance and Driver
Information Acquired by: _____ Date: _____
School Representative

Permit to Leave
Advanced Placement Testing – Osceola Fundamental High School
2018-2019

Student Name – Please Print

I elect to have this form serve as a Permit to Leave for my student during the Advanced Placement Exam(s) checked off below. The chart shows the date and tests scheduled, followed by the start time for each exam. Students may come in for their specific exams or leave only after the entire exam period ends and may not leave during an exam period. This applies only to days that the student is scheduled to take an AP exam. On days when the student is not scheduled to take any AP exams, he or she is expected to attend regularly scheduled classes and attendance will be taken. By checking “Yes” and signing below, I agree to take responsibility for my student beyond the exam period.

AP Capstone Research Presentation and Oral Defense (dates to later be determined in class).

Mon., May 6	Tues., May 7	Wed , May 8	Thurs., May 9	Fri., May 10
<input type="checkbox"/> Env Sci - 12pm	<input type="checkbox"/> Span Lang – 8 am <input type="checkbox"/> Seminar – 8 am <input type="checkbox"/> Physics 1 - 12pm	<input type="checkbox"/> Eng Lit.– 8am <input type="checkbox"/> Euro Hist – 12 pm	<input type="checkbox"/> Psychology – 12 pm	<input type="checkbox"/> U.S. Hist.- 8am <input type="checkbox"/> Comp Sci Prin- 12pm
Mon., May 13	Tues., May 14	Wed., May 15	Thurs., May 16	Fri., May 17
<input type="checkbox"/> Bio – 8 am	<input type="checkbox"/> Calc AB – 8 am <input type="checkbox"/> Calc BC – 8 am <input type="checkbox"/> Art Hist– 12 pm <input type="checkbox"/> Human Geo – 12 pm	<input type="checkbox"/> Eng Lang.- 8am	<input type="checkbox"/> World Hist.– 8am <input type="checkbox"/> Stat.- 12pm	<input type="checkbox"/> Music Theory– 8am

Yes – I understand that my student will only be supervised during their scheduled exams and I agree to take responsibility for my student outside of the exam period(s) checked above.

No – I do not give permission for my student to be unsupervised outside of the specified AP exam period and expect him or her to report to Osceola Fundamental High School either before or after the exam period as appropriate for their individual schedule.

Parent Signature

Date