August 16, 2021

Dear AP Students and Parents:

Welcome to the beginning of the 2021-2022 school year. We understand that you are enrolled in an AP class and are planning on taking the AP test. Below is pertinent information for this process.

1. **Each student must create an account on myap.collegeboard.org** **or use the previous AP number assigned to log-in to his or her account. Please use a personal email address and not a school email address.**
2. **Each student needs to join an AP class section for each AP class.** The AP teachers will give you the access code which allows you to use course materials and resources.
3. **Each student must confirm the enrollment for an AP test on his or her AP account. The deadline is October 22, 2021.**
4. **Each AP test is $96 or $55** for a fee waiver student. Payments are made online on myDSD, by phone or in the main office. **The deadline for payment is October 22, 2021.**
5. **You** must notify Mrs. Perry by **October 22, 2021,** if you **DO NOT** want to take an AP test.
6. Students who are not enrolled in an AP class and desire to take an AP test must contact Mrs. Perry prior to October22, 2021.
7. **CHANGE OF STATUS – If you drop an AP class or decide to add or drop the AP test after October 22, 2021, you MUST complete the change of status form and give it to Mrs. Perry. Failure to do so may result in a mis-order and a fee for the test.**
8. **A change of status fee of $40 will be assessed for tests dropped or added after October 22, 2021. No refunds will be given after February 18, 2022.**
9. Preregistration – You will complete all preregistration on your AP account.
10. The Enrollment and payment deadline for **second semester only classes (AP Government) is February 18, 2022. The same process as first semester applies.**
11. AP tests will be held during the weeks of May 2 to May 6 and May 9 to May 13. See the attached schedule.
12. All tests will begin on time. If you arrive late, you will forfeit the opportunity to take the AP test. **You must check-in thirty minutes prior to the testing starting time and have appropriate ID.**
13. No phones are allowed in the testing area; however, you can bring a zip lock bag with water and snacks and leave the bag on the bleachers.
14. **If an unexpected conflict occurs with the testing date, please notify Mrs. Perry ASAP.**
15. If you qualify for accommodations, you must notify Mrs. Perry prior to October 1, 2021.
16. Items to bring to the test:
17. Government-issued or school-issued photo ID
18. Two sharpened No. 2 pencils with erasers
19. Two pens (black or blue ink only)
20. At least one calculator and spare batteries for biology, calculus, chemistry, physics, or statistics exams.
21. Watches are optional (no smart watches or watches with a beep or alarm).

If you have any questions regarding AP tests, please contact Mrs. Perry, Mrs. Davis, or the AP teachers.

Sincerely,

Debbie Perry Angie Davis

Counselor/AP Test Coordinator Counselor/AP Test Assistant

[dperry@dsdmail.net](mailto:dperry@dsdmail.net) [angdavis@dsdmail.net](mailto:angdavis@dsdmail.net)

**AP CLASS/TEST CHANGE OF STATUS**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check all that apply:

\_\_\_\_\_ I am dropping an AP class and do not intend to take the test.

Name of class\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ I am dropping an AP class, but still plan to take the AP test.

Name of class\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of test\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ I am not enrolled in an AP class, but plan to take the AP test.

Name of test\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_