



2018 AP IMPLEMENTATION

Guide for Students and Parents

What you need to know about AP this year.

Introduction

In the 2018-19 school year, our school will be one of 800 around the world to use new classroom resources and exam registration and ordering processes that are coming to the Advanced Placement Program[®].

If you have taken AP[®] before, you'll notice that most aspects of the program are unchanged or are the same as at any other school, including the base exam fee and score reporting timelines. This guide highlights what will be new or different this year. Please read this information carefully and contact your AP coordinator or AP teacher if you have any questions.

New Resources

You and your AP teacher will get early access to new classroom resources:

- **AP question bank:** Your teacher can use this library of real AP Exam questions to give you additional opportunities to practice throughout the year.
- **Performance results:** You'll be able to track your progress and make sure that you're understanding course content and building the skills that will be assessed on the AP Exam. Use your results to focus your practice plan.

Process

- **System enrollment:** At the start of the school year, you and your teacher will sign in to myap.collegeboard.org and complete a simple activation process that will give you access to the new resources.
- **Fall exam ordering:** Like last year you'll need to decide in the fall whether you're taking AP Exams in the spring.
- Fees will be charged for late orders or canceled exams: The base AP Exam fee without fee reductions will be \$95; \$120 for Capstone exams, but other fees will apply if exams are ordered after November 2, 2018. Additional fees will apply if test is canceled after February 15, 2019. A complete detailed breakdown of all exam fees and late charges are addressed in this handout.

Key Dates

- **First weeks of class:** Teachers set up classes in the system and provide a "join" code to their students.
Students create accounts in the system and use the join code to connect to their AP class and begin using the classroom resources.
- **NOVEMBER 2, 2018:** EPS registration deadline
- **FEBRUARY 15, 2019:** Deadline for exam orders (late fee will be charged) or exam cancellations (no refunds).

Important Steps

1 “JOIN” YOUR AP CLASS

At the start of the school year, your teacher will set up their class in myap.collegeboard.org and invite you to join. By joining a class, you gain access to the free resources and can provide information needed to register for AP Exams.

Joining a class is quick and easy. Your teacher will let you know when to complete the sign-in process:

1. Your teacher will give you the “join code” for the class.
2. You'll visit myap.collegeboard.org, and sign in with your College Board username and password, **this is the same username and password the student used to get their scores.** If you don't have a College Board account, you'll need to create one.
3. You will enter the join code your teacher gave you.
4. You'll complete registration fields that are required to process your exam order, if you decide to take the exam. After you confirm your enrollment!
5. Once you decide to take the exam and have confirmed your exam order in your myap.collegeboard.org account the you will pay the exam fees at the finance office of each respective high schools.

2 MAKE AP EXAM DECISIONS IN THE FALL

AP Exams will be ordered in the fall. Studies show us that when students make exam-taking decisions at the beginning of the school year, they're more invested in the course, put in more effort, and perform better on the exam.

Step by step details for signing up and paying for your AP Exams will be provided by your AP coordinator and AP Teachers to the student. Your coordinator will probably want to confirm which exams you're taking.

3 UNDERSTAND EXAM POLICIES, DATES, AND FEES

Please note the base AP Exam fee:

EPS 2019 AP Exam Fee for a student taking one exam	\$95
EPS 2019 Oklahoma Fee Reduction for students who take 2 or more exams.	\$70 per exam
EPS 2019 College Board/Oklahoma fee reduction for low-income students based on Free and Reduced Lunch Application	\$10 per exam
EPS 2019 Oklahoma fee reduction for Capstone tests	\$120
EPS 2019 Oklahoma fee reduction for Capstone tests for low-income students based on Free and Reduced Lunch Application	\$42

The exam fee that schools ask students to pay may be different, depending on state, district, and/or school policies. Contact your AP coordinator with questions about exam fees.

As always, you can change your mind about taking an AP Exam. If you decide not to take an exam or cancel an exam, you'll still be able to access resources in the support system.

However, this year additional fees apply to any exams ordered after the November, 2 2018

Students and parents should consider all deadlines and fees as they make exam decisions:

Additional fee for exams ordered after November 2, 2018, through February 15, 2019	\$40 per exam
Exams canceled by February 15, 2019 - No refund will be given	No additional costs
After February 15 an EPS no show fee will be charged for each exam not taken.	\$25 NO SHOW FEE per each exam

4 LOOK FOR YOUR AP ID LABELS IN THE SPRING

If you're taking AP Exams, your school will receive a sheet of registration or “AP ID” labels with your name on it. When you take your exam, you'll apply these personalized labels to your answer sheet and other exam materials. These labels will link your exams to the information you provided in the system at the beginning of the year. By not having to bubble this information on exam day, you'll have more time to focus on doing your best on the questions!

Thank You

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We wish you the very best in your AP and other courses and activities this year

