

2021 GHS AP EXAM REMINDERS FOR PAPER/PENCIL TESTING

***Please read carefully and share with a parent/guardian.*

1. AP paper/pencil exams at Greenfield High School begin on Thursday, May 6 and conclude on Friday, June 4. Most paper/pencil exams will take place in the Board Room at the District Administration Building, located at 4805 S. 60th Street (northwest corner of the high school campus). Some students in large exams (40+ students) will test in the secondary test room, the GHS Learning Commons. *Students in large exams will be given specific information about where to report.* ****Check the [College Board](#) or [GHS website](#) for your specific exam times for your exam's administration.**
2. Check-in will take place in the administration building lobby inside the first set of double doors. *Students must use this entrance when checking in for exams.*
3. Morning exams will run from **7:30 a.m. - 11:45 a.m.** Plan to arrive at 7:15 a.m. for check-in. No one will be able to enter the building until 7:15 a.m. Students arriving prior to this time may wait in the GHS cafeteria. No students will be allowed into the test room after exams start.
4. Afternoon exams will run from **12:00 p.m. - 3:45 p.m.** Students with afternoon exams should arrive at 11:45 a.m. and no later than 12:00 p.m. No students will be allowed into the testing room after exams start.
5. Students in afternoon exam sessions must provide or arrange for their own transportation after testing as exams will finish after the end of the school day. *Students taking the May 12 exam must provide or arrange for their own transportation both to and from the exam location.*
6. Students taking an exam on May 26 or 28 should use the [School Bus Service Request Form](#) to sign up for yellow bus transportation. Only students currently eligible for yellow bus service may use this form. Students requesting yellow bus transportation should do so at least 2 days prior to their scheduled exam to allow for scheduling.
7. Students will be marked excused from all classes only during scheduled exam sessions. Students are expected to attend all other scheduled classes on exam days.
8. Based on exam start and end times, schedules will be accommodated to allow students to eat lunch during a different lunch period. *(For example, if a student's exam ends at 11:25 and has A lunch, that student will be allowed to eat during B lunch.)*
9. **Items Students Need to Bring on Exam Day:**
 - a. Several sharpened #2 pencils with erasers (no mechanical pencils)
 - b. Pens with black or dark blue ink only
 - c. A straight edge (Physics exams only)
 - d. Approved calculator (Biology, Calculus AB, Chemistry, Physics & Statistics exams)
 - e. Jacket, sweatshirt, sweater, warm top (dress in layers)
 - f. Watch (optional, NO smart watches) with all sounds turned off
 - g. **PHOTO ID** (20-21 school ID, driver's license, other official photo ID)
10. No cell phones or other electronic devices permitted out during testing. Students who bring cell phones will be asked to turn them off, and they will be collected, labelled, and stored in an individual ziplock bag at check-in.
11. Food and/or drinks (including water) will NOT be allowed in the testing room. Students may bring food/snacks/drinks with them, and will be required to store them in a backpack, bag, purse, or other closed container in a designated storage area for the duration of testing.