

# AP<sup>®</sup>

2009-10

## Bulletin for AP<sup>®</sup> Students and Parents



Your guide to the AP<sup>®</sup> Program

### Inside

- Student checklist
- Getting ready for exam day
- 2010 exam schedule



## AP Courses and Exams

Visit [www.collegeboard.com/apstudents](http://www.collegeboard.com/apstudents) for detailed information about each of the 33 AP courses and exams. You'll find course and exam descriptions, sample free-response questions and scoring guidelines, study skills and test-taking tips, and more.

### ARTS

Art History  
Music Theory  
Studio Art: Drawing Portfolio  
Studio Art: 2-D Design Portfolio  
Studio Art: 3-D Design Portfolio

### ENGLISH

English Language and Composition  
English Literature and Composition

### HISTORY & SOCIAL SCIENCES

Comparative Government and Politics  
European History  
Human Geography  
Macroeconomics  
Microeconomics  
Psychology  
United States Government and Politics  
United States History  
World History

### MATHEMATICS & COMPUTER SCIENCE

Calculus AB  
Calculus BC  
Computer Science A  
Statistics

### SCIENCES

Biology  
Chemistry  
Environmental Science  
Physics B  
Physics C: Electricity and Magnetism  
Physics C: Mechanics

### WORLD LANGUAGE

Chinese Language and Culture  
French Language  
German Language  
Japanese Language and Culture  
Latin: Vergil  
Spanish Language  
Spanish Literature

## AP Studio Art Digital Submission

The AP Studio Art Exam consists of two components:

- **A digital component:** Digital images and commentary uploaded by you and submitted to AP by your school's AP Coordinator using the Studio Art Digital Submission Web application.
- **A physical component:** Section I: Quality for Drawing and 2-D Design portfolios, assembled by you with your teacher and AP Coordinator and mailed to AP. (Because the 3-D Design portfolio is submitted entirely online, it does not include this physical component.)

Your school's Coordinator, your Studio Art teacher and you will all be involved in the digital submission process throughout the spring. To learn more about submitting AP Studio Art portfolios and using the Digital Submission Web application, talk to your teacher or visit:

[www.collegeboard.com/student/studioartdigital](http://www.collegeboard.com/student/studioartdigital).

## The College Board

The College Board is a not-for-profit membership organization whose mission is to connect students to college success and opportunity. Founded in 1900, the College Board is composed of more than 5,600 schools, colleges, universities and other educational organizations. Each year, the College Board serves seven million students and their parents, 23,000 high schools, and 3,800 colleges through major programs and services in college readiness, college admission, guidance, assessment, financial aid, enrollment, and teaching and learning. Among its best-known programs are the SAT®, the PSAT/NMSQT® and the Advanced Placement Program® (AP®). The College Board is committed to the principles of excellence and equity, and that commitment is embodied in all of its programs, services, activities and concerns.

For further information, visit: [www.collegeboard.com](http://www.collegeboard.com).

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Visit the College Board on the Web: [www.collegeboard.com](http://www.collegeboard.com).



## AP Students

**C**ongratulations! As an AP student, you are taking part in the most widely accepted college-level academic program. Your hard work is helping you prepare for the AP Exam, and ultimately will give you the confidence to succeed in rigorous courses in college.

The *Bulletin for AP Students and Parents* contains information about AP Exams, their administration, and exam security policies and procedures designed to provide all students with a fair and uniform testing experience. Please read the contents of the bulletin carefully. On exam day, you will be asked to sign an answer sheet, indicating that you understand and agree to the policies and procedures that appear here.

## Parents and Guardians

AP provides students an opportunity for learning that goes beyond just facts and figures. The rich course material, classroom discussions and demanding assignments typical of AP courses will help your child develop the content mastery and critical thinking skills expected of college students, and feel confident in his or her abilities. What's more, by participating in AP, your child has the opportunity to earn college credit and to stand out in the college admission process.

This bulletin is designed to give you and your child information about participating in AP and taking AP Exams. We encourage you to review its contents and take special note of important dates and other information related to the exam administration. As the parent of an AP student, you can take pride in the fact that your child is participating in a challenging academic program. Thank you for all the support and encouragement you provide.

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## Boletín para estudiantes de AP y sus padres

The *Bulletin for AP Students and Parents* is also published in Spanish. You can download the *Boletín para estudiantes de AP y sus padres* at [www.collegeboard.com/apstudents](http://www.collegeboard.com/apstudents).

You can order free printed copies at [www.collegeboard.com/apfreepubs](http://www.collegeboard.com/apfreepubs) or by calling 212-713-8066.

# The AP Program: Taking the Challenge

Now that you're participating in the AP Program, one thing is clear — you are ready to prove to yourself and others that you have what it takes to succeed in college.

Here's what AP can do for you:

- **CONFIDENCE** — AP helps you develop better study habits, improve your writing skills and sharpen your problem-solving abilities — giving you the confidence to tackle the academic challenges that you can expect in college.
- **ACHIEVEMENT** — AP provides you the opportunity to earn credit, advanced placement or both for college and to stand out in the admission process.
- **COLLEGE SUCCESS** — AP is challenging, but the rewards you will experience when you get to college are worth the hard work.

## AP Exams: Put Your Knowledge To the Test

You've accepted the challenge and are taking one or more AP courses. Now it's time to put your knowledge to the test and take the AP Exam.

Benefits of taking AP Exams:

- **EARN COLLEGE CREDIT AND ADVANCED PLACEMENT** — Strong performance on AP Exams is rewarded by colleges and universities worldwide. By entering college with AP credits you will have the time to move into upper-level courses in your field of interest, pursue a double major, or study or travel abroad.
- **KNOW YOU'RE READY FOR COLLEGE** — AP Exams provide you with confirmation of the college-level knowledge and skills you've gained in the AP classroom.
- **SUCCESS IN AP LEADS TO SUCCESS IN COLLEGE** — Performing well on an AP Exam means more than just the successful completion of a course; it is the gateway to success in college. Research consistently shows that students who are successful in AP typically experience greater academic success in college than similar students who did not participate in AP.
- **EARN AP SCHOLAR AWARDS** — Each September, the College Board recognizes high school students who have demonstrated exemplary college-level achievement with AP Scholar Awards. While there is no monetary award from the College Board, AP Scholar Awards further strengthen your college admission portfolio. For information about award criteria, go to: [www.collegeboard.com/student/apscholar](http://www.collegeboard.com/student/apscholar).

## Earning College Credit or Advanced Placement

With qualifying AP Exam scores, you can earn credit, advanced placement or both at more than 90 percent of colleges and universities in the United States and Canada.

Individual colleges and universities, not the College Board or the AP Program, grant course credit and placement. You should obtain a college's AP policy in writing. You can find this information in the institution's catalog or on its website, or by using the AP Credit Policy Info search at [www.collegeboard.com/ap/creditpolicy](http://www.collegeboard.com/ap/creditpolicy).

If you're interested in applying to a college or university outside the United States, you can find information about AP recognition policies at [www.collegeboard.com/apintl](http://www.collegeboard.com/apintl). Institutions in more than 55 countries outside the United States recognize AP Exam results in the admission process as an indication of a student's ability to succeed in rigorous course work. Many of these universities also award credit, advanced placement or both.

Colleges that receive your AP score report will typically notify you during the summer of any advanced placement, credit or exemption you have earned. You can also contact your college to find out the status of your AP credits.

### AP and the Cost of College

Research shows how taking AP can be useful in reducing the cost of college.

AP courses and exams help students complete their bachelor's degrees on time. Most students at public colleges and universities take five or six years, and even longer, to earn their bachelor's degrees. Students who take AP courses and exams are much more likely to graduate in four years, allowing them and their families to reduce the likelihood of paying for tuition for a fifth or sixth year.

AP has also emerged as an important factor in college scholarship decisions. Taking AP increases eligibility for scholarships and makes candidates more attractive to colleges.

To see the numbers and learn more, visit: [www.collegeboard.com/apandthecostofcollege](http://www.collegeboard.com/apandthecostofcollege).

# AP Exam Basics

## How to Register

If your school offers AP courses, contact your AP Coordinator to register for the exams. Your AP Coordinator will order the necessary materials, collect fees, and let you know exactly when and where to report for the exams.

Note: If you are **home-schooled**, or if you **plan to test with accommodations**, please see pages 8 and 9.

You may take as many AP Exams as you wish, in any combination, with the following qualifications:

- You may not take both Calculus AB and Calculus BC in one year.
- If you want to take two exams that are scheduled for the same time, ask your AP Coordinator for information about taking one of the exams during the late-testing period.
- You may submit more than one Studio Art portfolio, but each portfolio must be a different type. You may not duplicate works or images among the portfolios, and portfolios may not be combined. For example, if you want to submit a portfolio for both Drawing and 2-D Design, you will need to submit two separate portfolios with two completely different sets of artworks, and pay two separate fees.
- You may repeat an exam in a subsequent year. In this case, both scores will be reported unless you request that one be withheld or canceled (see page 10).

Students taking AP Exams give permission to the College Board to release their contact information to researchers supportive of the College Board's mission.

## Fees

The fee for each exam is \$86. The amount you pay, however, may vary:

- The College Board provides a \$22 fee reduction\* per exam for students with acute financial need. In addition, your school may forgo its \$8 rebate for each fee-reduced exam, making the final cost to you \$56 per exam. Most states provide federal and/or state funds to supplement the College Board fee reduction. Check with your AP Coordinator to learn more about fee reductions and state and district subsidies.
- If you paid for an AP Exam but then decided not to take it, you may ask your AP Coordinator for a refund, but only if you did not begin the exam. Once you begin an exam — that is, once you write on an exam booklet or answer sheet, or insert the exam CD into the CD-ROM drive — you cannot receive a refund. Local school policy determines the amount of the refund. You will probably be required to pay the \$13 fee the school is charged for each unused exam.

*\*For internal purposes, such as an audit or invoice verification, a state may request from the College Board the names of its public school students who receive fee reductions; in such cases, the state agrees to maintain the confidentiality of such data.*

## Scores

Your AP Exam score is a weighted combination of your scores on the multiple-choice section and on the free-response section. The final score is reported on a 5-point scale:

- 5 = extremely well qualified
- 4 = well qualified
- 3 = qualified
- 2 = possibly qualified
- 1 = no recommendation

The AP Program conducts studies in all AP subjects to compare the performance of AP students with that of college students in comparable college courses. These studies help set the “cut points” that determine how AP students’ composite scores are translated into an AP score of 1 to 5. AP Exam scores of 5 are equivalent to grades of A in the corresponding college course. AP Exam scores of 4 are equivalent to grades of A-, B+ and B in college. AP Exam scores of 3 are equivalent to grades of B-, C+ and C in college.

You control which colleges (if any) receive your AP Exam scores. See page 10 for more information on AP score reporting services.

## Test Security and Test Administration Policies and Procedures

The College Board's test security and test administration policies and procedures are designed to protect the integrity of the AP Exam and AP Exam scores. The policies and procedures have been developed to afford all students equivalent opportunities to demonstrate their knowledge on exam day and prevent any students from gaining an unfair advantage.

When the College Board determines that your testing experience did not meet the College Board's standards for administering exams — even through no fault of your own — the College Board reserves the right to cancel your AP Exam score. The decision to cancel an AP Exam score is difficult; nonetheless, AP Exam scores must be canceled on occasion in order to protect the integrity of the AP Exam for all AP students, and for the colleges and universities that grant credit or advanced placement for qualifying AP scores. When the College Board considers it appropriate, but not under all circumstances, you will be given the opportunity to retest. Although AP Exam scores are canceled infrequently, you are encouraged to keep your class notes after completing your exam(s), for this reason.



The College Board reserves the right to decline to score an AP Exam or cancel an AP Exam score when, in its judgment, any of the following occurs:

**1. Violation of exam security policies and procedures:** On exam day, you are required to sign your answer sheet, indicating that you are aware of, and agree to, all of the policies and procedures discussed in the *Bulletin for AP Students and Parents*. You also must sign the covers of the multiple-choice and free-response booklets, affirming statements related to the security of the exam. The exam security policies and procedures you agree to include the following:

- Exams must be administered on the established schedule. The exam administration may never begin before the official starting time and may begin only up to one hour after the official starting time on the specified day. If an exam is offered to you at an incorrect date or time, you should refuse to take it; instead, contact Educational Testing Service's Office of Testing Integrity to arrange to take an alternate exam.
- Exam materials must be kept sealed so that no one sees the questions beforehand.
- Because multiple-choice questions are sometimes reused, **no one** other than you may see your multiple-choice questions during the exam.
- You may not, under any circumstances, remove multiple-choice questions from the testing room; give them to anyone else; discuss them with anyone (including your AP teacher); or share them through any means, including, but not limited to, e-mail, text messages, a camera phone and the Internet.
- You may not, under any circumstances, remove free-response questions from the testing room, and you may not discuss them until 48 hours after the regularly scheduled exam administration. Free-response questions that appear on alternate forms of the exam may **never** be discussed.
- Cell phones, digital cameras, personal digital assistants (PDAs), BlackBerry smartphones, Bluetooth-enabled devices, MP3 players, e-mail/messaging devices, and any other electronic or communication devices are prohibited in the exam room. If you are observed with any of these devices during testing or during breaks, you may be dismissed from the exam room, and the device may be confiscated.
- You may not consult textbooks, teachers or other students; and you may not use any electronic device (including e-mail/messaging devices or cell phones) or any other resource during the break between Sections I and II of the exam, or during any unscheduled breaks.
- Teachers, department chairs, tutors, individuals involved in test preparation services and educators of any kind (including, but not limited to, curriculum specialists, school counselors and administrators) are prohibited from taking, or reviewing the content of, an AP Exam.

**2. Disclosure of secure test items:** If you are discovered disclosing through any means any multiple-choice question, any free-response question from an alternate exam or any free-response question from a regularly scheduled exam within 48 hours of its administration, the College Board will automatically cancel your exam score.

**3. Misconduct:** If you engage in misconduct in connection with an AP Exam, you may be asked to turn in your exam materials and leave the testing room. You may not return to the testing room, and your AP Exam score will not be reported.

Misconduct includes:

- Obtaining improper access to the exam, or a part of the exam, or information about the exam.
- Referring to, looking through or working on any exam, or exam section, other than during the timed testing period for that exam or exam section.
- Using any prohibited aids.
- Bringing food or drink into the testing room (unless this has been preapproved as an accommodation by the College Board).
- Leaving the testing room without permission.
- Attempting to remove from the testing room any part of the exam or any notes relating to the exam.
- Copying from another student's work or a published work.
- Attempting to give or receive assistance, or otherwise communicate, through any means, with another person about the exam during the exam administration.
- Attempting to take the exam for someone else.
- Creating a disturbance.
- Failing to follow any of the exam administration regulations discussed in the *Bulletin for AP Students and Parents*, provided by testing staff or specified in any exam materials.
- Using testing accommodations that have not been preapproved by the College Board.

**4. Testing irregularities:** The term "testing irregularities" refers to problems with the administration of an exam and may affect an individual or group of students. These problems include, but are not limited to, administrative errors (e.g., improper timing, improper seating, improper proctoring, defective materials, defective equipment or the failure of test administration personnel or the school to comply with test administration policies or procedures) and other disruptions of exam administrations. Students may review the exam administration instructions that schools are required to follow, which are set forth in the *AP Coordinator's Manual*, available at [www.collegeboard.com/apcoordinatorsmanual](http://www.collegeboard.com/apcoordinatorsmanual). The College Board is solely responsible for determining whether testing irregularities have occurred, and its decisions are final. When testing irregularities occur, the College Board may decline to score the exams of one or more students, and it may cancel the scores of one or more students when it determines that such actions are required to protect the integrity of the exam. The College Board may do so whether or not the affected students caused the testing irregularities, benefited from them or engaged in misconduct. When it is appropriate in the College Board's judgment, the College Board may give the student or students the opportunity to take a retest without charge.

**5. Identification discrepancies:** When, in the College Board's judgment or the judgment of exam administration personnel, there is a discrepancy in your identification, you may be dismissed from the testing room. In addition, the College Board may decline to score your exam or may cancel your score.

**6. Invalid scores:** The College Board may also cancel AP Exam scores when, in its judgment, there is substantial evidence that they are invalid for any reason. Evidence of invalidity may include, but is not limited to, discrepant handwriting, unusual answer patterns or inconsistent performance on different parts of the exam. Before canceling AP Exam scores based on substantial evidence of invalidity, the College Board notifies the affected student in writing about its concerns, gives the student an opportunity to submit information that addresses the College Board's concerns and considers any such information that is submitted. The College Board also offers various options, which typically include voluntary score cancellation, a free retest, and arbitration in accordance with the ETS Standard Arbitration Agreement. *Note: The arbitration option is available only for exams administered in the United States.*

In no event shall the College Board, its agents or subcontractors be responsible for the failure of students, test administration personnel or the school to comply with the AP test security and test administration policies and procedures. The College Board shall not be liable to the students, school, district, or anyone claiming by or through them for any damages, including special, incidental, direct, indirect, consequential, exemplary or punitive damages, which are caused by, arising from or otherwise related to the failure of test administration personnel, the students or the school to comply with the College Board's test security and test administration policies and procedures, whether or not the College Board has been advised of the possibility of such damages.

## Getting Ready for Exam Day

### Things You Need to Know

In order to have a successful testing experience, you should be aware of what is expected of you and what the conditions will be in the testing room. Carefully review the test security and test administration policies and procedures and the information that follows, and encourage your AP teachers to offer a timed practice exam that is as similar to the actual testing administration as possible. If you have any questions about how exam day will work, talk to your AP Coordinator.

### What to Bring to the Exam Room

- Several sharpened No. 2 pencils with erasers for all responses on your multiple-choice answer sheet.
- Pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams.

- Your six-digit school code. Home-schooled students will be given a code at the time of the exam.
- A watch.
- An approved calculator with the necessary capabilities if you are taking the AP Calculus, Chemistry, Physics or Statistics Exams. Visit [www.collegeboard.com/ap/calculators](http://www.collegeboard.com/ap/calculators) to learn more about the calculator policy for each of these exams, and for a list of authorized calculators.
- A ruler or straightedge only if you're taking an AP Physics Exam.
- A government-issued or school-issued photo ID if you do not attend the school where you are taking the exam.
- Your Social Security number\* for identification purposes (optional). If you provide it, the number will appear on your AP score report.
- If applicable, your SSD Student Accommodation Letter, which verifies that you have been approved for extended time or another testing accommodation.

### What Not to Bring 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, correction fluid, dictionaries, highlighters,\*\* notes or colored pencils.\*\*
- Scratch paper; notes can be made on portions of the exam booklets.
- Watches that beep or have an alarm.
- Portable listening devices\*\* or portable recording devices (even with headphones) or photographic equipment.
- Computers.\*\*
- Clothing with subject-related information.
- Food or drink.\*\*

*\*Some colleges and universities use Social Security numbers as student identifiers when assigning AP credit or advanced placement for qualifying AP scores. While the College Board does not require you to provide your Social Security number, you may want to check with the college or university where you are sending scores to see if they prefer for you to use a Social Security number on your AP Exam answer sheet.*

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

# Exam Day

## Guessing on the Exam

Scores on the multiple-choice sections of the AP Exams are based on the number of questions answered correctly minus a fraction of the number of questions answered incorrectly. You won't receive or lose points for unanswered questions. For questions with five answer choices, one-fourth of a point is subtracted for every wrong answer. For questions with four answer choices, one-third of a point is subtracted. Therefore, random guessing is unlikely to change your score. However, if you have some knowledge of the question and can eliminate one or more answer choices, guessing from among the remaining choices may be to your advantage.

## Labeling Your AP Exam

You must place a 2010 AP number label on each of the exam materials where it is indicated to do so. If you don't, it may be impossible to match your answer sheet with your exam materials, which could delay or jeopardize your AP score. Your sheet of bar-coded number labels is located in the center of the AP Student Pack that will be given to you on or before exam day.

- You have a unique number each year you take AP Exams.
- Never use anyone else's AP labels or number.
- A removable card is provided in your AP Student Pack to help you keep a record of your 2010 AP number. You will need your AP number throughout the exam administration and in the months following the exam to order score reports and other services.

## Completing Exam Responses

You must follow the instructions below for completing exam responses; if you do not, your score could be negatively affected.

- All of your answers for the multiple-choice section must be indicated on your answer sheet by filling in the appropriate ovals. Do not write your answers for the multiple-choice section in the exam booklets. If you do, your answers will not be scored.
- Answers for the free-response section must be written in the Section II exam booklets. Do not write them in the inserts. If you do, your answers will not be scored.
- All answers for the free-response section must be in English, with the exception of the exams in Chinese Language and Culture, French Language, German Language, Japanese Language and Culture, Spanish Language, and Spanish Literature. Any responses not adhering to this policy will not be scored.

## Reporting Problems

If you believe there is a problem while you are taking the exam (e.g., you aren't given enough time for a section of the exam, or the directions you receive are incorrect), notify your AP Coordinator immediately so that any necessary action can be taken as soon as possible. If that doesn't resolve the situation, speak to your principal.

## Reporting Ambiguous or Incorrect AP Exam Questions

AP Exam questions are developed and reviewed carefully by qualified professionals who agree on the correct answer. However, if you believe there is a problem with a question, notify AP Assessment Development immediately, **and no later than June 15** (see back cover of this bulletin for contact information). Do not discuss the question with your exam proctor or your teacher. If necessary, action will be taken before the scores are reported. Be sure to include the following with your communication:

- Exam title.
- Exam section (multiple choice or free response).
- Question number.
- A description of the question and the problem in as much detail as possible.
- Your complete home mailing address, even if you send a message via e-mail. All communications will be answered by regular mail.

## Additional Information

### Information for Home-Schoolers and Students Whose Schools Do Not Offer AP

If you are a home-schooled student or you attend a school that does not offer AP, you can still take the exams by arranging to test at a participating school. Call AP Services **no later than March 1** to get the names and phone numbers of local AP Coordinators. Prepare a list of the exams you plan to take before calling so that the appropriate schools can be identified. Then contact the AP Coordinators identified by AP Services **no later than March 15**. When calling AP Coordinators to arrange testing, be sure to tell them:

- You are trying to locate a school willing to administer exams to home-schooled students or students from schools that do not offer AP Exams.
- The exams you plan to take.
- If you have a documented disability that will require testing accommodations at the exam, and if you have been approved by the College Board to test with accommodations.
- You will use a different school code so your exam score(s) will be reported separately from the school at which you test. Home-schooled students will use the state or international home-school code given to them on the day of the exam; students whose schools do not offer AP will use their own school's code.

Once you locate a school willing to administer your exams, that school's AP Coordinator is responsible for ordering your exam materials, telling you when and where to report for the exams, and collecting your fees, which may be negotiated to recover additional proctoring or administration costs. That school must administer the exams for you; the school cannot forward exam materials to you or your school for handling.



**You must bring a valid government- or school-issued photo ID with you to the exam.** If you have approval from the College Board to test with accommodations, you must also bring your Student Accommodation Letter.

## Information for Students Testing with Accommodations

If you have a documented disability, you may be eligible for accommodations on the AP Exams. Examples include extended time; large-type exams; large-block (enlarged) answer sheets; Braille; permission to use a Braille device, computer or magnifying device; a reader to dictate questions; a writer to record responses; a written copy of oral instructions; as well as other accommodations. Practice materials in Braille are available for most exams. Contact College Board Services for Students with Disabilities if Braille or other formats are needed.

To receive testing accommodations on the AP Exam, you must submit a request for accommodations to the College Board Services for Students with Disabilities (SSD). In most cases, students work together with their school's SSD Coordinator to submit the request and required documentation. Beginning in early 2010, SSD Coordinators will be able to submit the request online. For more information on how to submit a request for accommodations, go to [www.collegeboard.com/ssd](http://www.collegeboard.com/ssd) or contact your school's SSD Coordinator or the College Board's SSD office for more information (see back cover for contact information).

If you have already received College Board–approved accommodations for AP Exams, the PSAT/NMSQT® or the SAT®, you do not need to submit a new form unless:

- You change schools, in which case you will need to submit Section I of a new Eligibility Form, along with a note from your school confirming your continued eligibility.
- You need different accommodations. Keep in mind that AP Exams in world languages and Music Theory include listening and speaking components. In this case, your school's SSD Coordinator **must** submit an Accommodations Change Request Form, with supporting documentation. It is available on the Web at [www.collegeboard.com/ssd](http://www.collegeboard.com/ssd) under “Forms and Resources.” (When the online application becomes available in early 2010, you will also be able to submit a transfer request or obtain an Accommodations Change Request form by using SSD Online.)

**Your complete Eligibility Form and/or documentation must be received by the College Board by:**

- **Feb. 19** for students with disabilities whose forms require Documentation Review.
- **March 5** for students with disabilities whose forms do not require Documentation Review.

The Eligibility Form indicates when Documentation Review is required.

**Scores for students who test with accommodations that have not been preapproved by the College Board will not be reported.**

You are your own best advocate for ensuring that you receive the testing accommodations you need; this means that you, the student, are also responsible for following through on the required procedures. Discuss your needs with your SSD Coordinator as early as possible before the deadlines, then confirm with him or her that everything has been submitted. You share the responsibility for ensuring that your Eligibility Form has been submitted — and approved — and that you will receive the accommodations you need.

It is important to note that students who qualify for accommodations under their IEP, 504 or other formal education plans are not automatically approved for accommodations on AP Exams. Check with your school's SSD Coordinator to be certain all paperwork is properly completed and submitted.

## Information for Students Testing in California

Amendments to the California Education Code require the College Board to adopt certain procedures for students who take AP Exams in California. A provision of this law mandates that students be able to obtain certain information concerning the purpose of the exams, procedures for releasing score reports, score interpretations and the use of exam scores. Much of this information is provided in the bulletin. For more detailed information, students in California can download the 2009-10 *Bulletin for AP Students and Parents — California Supplement* at [www.collegeboard.com/apstudents](http://www.collegeboard.com/apstudents).

## Lost or Damaged Exams

In extremely rare instances, exams (or portions of exams) get lost or damaged in the shipping and handling process, making it impossible for the AP Program to score a student's work. After exhausting every effort to locate the missing materials, the AP Program will offer the student two options: The student may retake the affected exam section, which is then scored, or the student can choose to cancel the exam and receive a refund.

# Getting Your Exam Scores

SERVICE	HOW CAN I ORDER?	WHEN WILL I RECEIVE IT?	SERVICE FEE
<b>Initial AP Score Report*</b>  Each score report is cumulative — it includes scores from every AP Exam you have ever taken, unless you have requested that one or more scores be withheld or canceled.	Indicate score report recipient on your registration answer sheet. If you choose not to indicate a score report recipient on your registration answer sheet, but want to send a score report to a college at a later time, you will need to request an additional score report and pay the associated \$15 fee.	Score reports are sent in July of the year you take the exam, to you, the college you designated on your registration answer sheet and your high school.	Free (when indicated on the registration answer sheet).
<b>AP Automated Score Reporting Services</b> <ul style="list-style-type: none"> <li>Scores by Phone: Receive your score by phone.</li> <li>Additional Score Reports by Phone: Send your score to additional colleges by phone.</li> </ul>	Call 1-888-308-0013. Students outside the United States and Canada, call 609-771-7366.  Note: Additional score reports may also be ordered by contacting AP Services by fax or mail. Or, fill out and send in the College Information Card on the back of your AP Student Pack. The fee for additional score reports is \$15 per report or \$25 per report for rush service.	AP Automated Score Reporting Services are available 24/7. You can get your 2010 exam scores by phone and send additional score reports by phone beginning July 1, 2010.  Additional score report requests take about one week to process from the date they are received. Rush reports are processed within two working days. Score requests must be received with payment or they will not be processed.	AP Automated Score Reporting Services are payable by credit card only. Scores by Phone: \$8 per call. Additional Score Reports by Phone: \$15 per report or \$25 per report for rush service.
<b>Withholding a Score</b> If you do not want your score sent to the college you designated, you may request that it be withheld. This does not permanently delete your score; and all scores, even those withheld from colleges, will be sent to you and to your school. The score will be withheld from all future reports sent to that college, unless you release it.	Send a signed, written request to AP Services by mail or fax. See the list below for the information you need to include.  To release the score, send a signed, written request to AP Services. To have the score sent to the college, include the \$15 score report fee.	Requests must be received, with payment, by <b>June 15, 2010</b> , to withhold scores from the 2010 administration. After that date, scores will be sent automatically to the college indicated on your registration answer sheet.	\$10 per score, per college; no charge to release scores, but you must pay the additional score report fee to have the score sent (see above).
<b>Canceling a Score</b> Canceling your AP Exam score permanently deletes it — it cannot be reinstated at a later time.	Send a signed, written request to AP Services by mail or fax. See the list below for the information you need to include.	Requests must be received by <b>June 15, 2010</b> , to cancel scores from the 2010 administration. After that date, scores will be sent automatically to the college indicated on your registration answer sheet.	No fee, but exam fees are not refunded.
<b>Multiple-Choice Rescore Service*</b> You may have your multiple-choice answer sheet rescored by hand. Once it is rescored, that score and your free-response score are weighted and combined, converted into an AP score, and compared to the reported score. In the event that the score is different, the rescored score will prevail, and your score recipient will be notified of the correct score.	Send a signed, written request to AP Services by mail or fax. See the list below for the information you need to include.	You will receive a letter confirming the results of the rescore six to eight weeks after your request is received. You have until <b>Oct. 31</b> of the year you take the exam to order this service.	\$25 per exam.
<b>Free-Response Booklet</b> You may obtain your free-response booklet. No comments, corrections or scores are included. Free-response booklets from alternate exams are not available to students who test late.	Send a signed, written request to AP Services by mail or fax. See the list below for the information you need to include.	You must request your free-response booklet by <b>Sept. 15</b> of the year you take the exam. You will not be able to obtain your booklet after this date. You will receive your booklet two to three weeks after your order is received.	\$7 per booklet.

*\*Please note that the AP Program does not provide a breakdown of any scores, including the number of correct and incorrect responses for the multiple-choice section, and scores for the individual questions of the free-response section.*

## Information You'll Need to Provide When Requesting Score Reporting Services

- The service you are requesting.
- Your full legal name, home address, sex, date of birth, AP number and Social Security number (if you provided it).
- The full name of the exam for which you are requesting the service (e.g., English Literature and Composition, not English) and the year you took that exam.
- A credit card number and expiration date, or a check or money order for the exact amount due. Make checks and money orders payable to AP Exams.
- Your signature, if you are submitting a written request.
- When requesting additional score reports, include the name, city and state, and college code of the college you would like to receive your report. If you are withholding a score, include this same information for the college that you do not wish to receive your report.

# AP Student Checklist 2010

## Before Exam Day

- ❑ **Have you taken a practice AP Exam?** Review released free-response questions on: [www.collegeboard.com/apstudents](http://www.collegeboard.com/apstudents) to familiarize yourself with the exam. Complete released exams are available for sale on: [store.collegeboard.com](http://store.collegeboard.com).
- ❑ **Will you need testing accommodations?** If so, see page 9. If you haven't already submitted your Services for Students with Disabilities (SSD) Eligibility Form, be sure to talk to your SSD Coordinator about the accommodations you'll need for the May exams. For more information, visit: [www.collegeboard.com/ssd](http://www.collegeboard.com/ssd). Note these deadlines:
  - **Feb. 19:** By this date, the College Board must have received a complete SSD Eligibility Form from you if your request requires Documentation Review.
  - **March 5:** By this date, the College Board must have received a complete SSD Eligibility Form from you if you do not need to submit documentation for review. (See the Eligibility Form for more details.)
- ❑ **Are you home-schooled or do you attend a school that doesn't offer AP Exams?** Review the instructions on pages 8–9, and note these deadlines:
  - **March 1:** Deadline to contact AP Services for a list of local AP Coordinators at whose schools you might be able to test.
  - **March 15:** Deadline to contact AP Coordinators identified by AP Services.
- ❑ **Are any of your AP Exams scheduled for the same date and time?** Check the exam schedule on the back cover. If you have a conflict, ask your AP Coordinator for information about taking one of the exams during the late-testing period.
- ❑ **Are you submitting a Studio Art portfolio?** In late January or early February, expect to receive information from your teacher about accessing the Digital Submission Web application (<https://apstudio.ets.org/apstudioart>). Start uploading images as soon as you can after setting up access, and work with your teacher on your portfolio throughout the spring. Generally, you should forward your completed digital portfolio sections to your teacher by late April. **Talk to your teacher, and be sure to follow his or her specific deadline(s).** More information about using the Digital Submission Web application and submitting AP Studio Art portfolios is available at: [www.collegeboard.org/student/studioartdigital](http://www.collegeboard.org/student/studioartdigital).
- ❑ **Is your calculator appropriate for use on the exams in Calculus, Chemistry, Statistics or Physics?** Check [www.collegeboard.com/ap/calculators](http://www.collegeboard.com/ap/calculators) for a list of AP-approved calculators.
- ❑ **Do you usually carry your cell phone, digital camera, personal digital assistant (PDA), BlackBerry smartphone, Bluetooth-enabled device, MP3 player or any other electronic device to school?** For reasons of exam security, these items are not allowed in the testing room. Don't risk having them confiscated or your score canceled. (See pages 5–7 for details.)

- ❑ **Review this bulletin before exam day.** It's especially important to review the test security and test administration policies and procedures (pages 5–7) and what to bring and what not to bring to the exam (page 7).

## Exam Day

- ❑ **Take AP Exams**, which are offered May 3–7 and 10–14.
- ❑ **Do you know your AP number?** Your AP number is located in your AP Student Pack, which you'll receive from your AP Coordinator or proctor. It links all of your exam materials to you. On exam day, you will be asked to label all your exam materials with your AP number. Tip: Remove your AP number card from your AP Student Pack and keep it somewhere safe, so you can find it later if you decide to order grade reporting services. If you will be submitting a Studio Art portfolio, your Coordinator will need to provide you with your AP number in April; you will need it to complete your digital portfolio sections and submit them to your teacher.

## After Exam Day

- ❑ **June 15:** If you want to withhold one or more of your exam scores or change the score report recipient for your 2010 AP Exams, AP Services must receive your request in writing by this date. Scores may be canceled at any time, but if you prefer that your scores for 2010 not be sent to the college you indicated on your answer sheet, you must notify AP Services by this date.
- ❑ **July 1:** Scores by Phone and Additional Score Reports by Phone available.
- ❑ **Sept. 15:** Deadline for ordering your free-response booklets from the 2010 exam administration.
- ❑ **Oct. 31:** Deadline for requesting the Multiple-Choice Rescore Service.

## Applying to College Next Fall?

**Plan ahead and register by April 29 to ensure you can take the SAT or SAT Subject Tests™ on June 5.**

The SAT tests the reading, writing and mathematics skills that you have learned in school, and that are critical for success in college and beyond.

Advice for students:

- Take a core curriculum of challenging classes — such as honors classes and AP classes — in high school.
- Study hard and master the material in those classes.
- Read extensively and develop good writing skills.

Many of the SAT Subject Tests cover content that you learned in your AP classes. Why not take advantage of another opportunity to show colleges what you know and what you know you can do?

Register today at: [www.collegeboard.com/registerSAT](http://www.collegeboard.com/registerSAT).

# 2010 AP Exam Schedule

Week 1	Monday, May 3	Tuesday, May 4	Wednesday, May 5	Thursday, May 6	Friday, May 7
<b>Morning 8 a.m.</b>	<ul style="list-style-type: none"> <li>United States Government and Politics</li> </ul>	<ul style="list-style-type: none"> <li>Computer Science A</li> <li>Spanish Language</li> </ul>	<ul style="list-style-type: none"> <li>Calculus AB</li> <li>Calculus BC</li> </ul>	<ul style="list-style-type: none"> <li>English Literature and Composition</li> <li>German Language</li> </ul>	<ul style="list-style-type: none"> <li>United States History</li> </ul>
<b>Afternoon 12 Noon</b>	<ul style="list-style-type: none"> <li>Comparative Government and Politics</li> <li>French Language</li> </ul>	<ul style="list-style-type: none"> <li>Statistics</li> </ul>	<ul style="list-style-type: none"> <li>Chinese Language and Culture</li> </ul>	<ul style="list-style-type: none"> <li>Japanese Language and Culture</li> </ul>	<ul style="list-style-type: none"> <li>European History</li> <li>Studio Art</li> </ul>
Week 2	Monday, May 10	Tuesday, May 11	Wednesday, May 12	Thursday, May 13	Friday, May 14
<b>Morning 8 a.m.</b>	<ul style="list-style-type: none"> <li>Biology</li> <li>Music Theory</li> </ul>	<ul style="list-style-type: none"> <li>Chemistry</li> <li>Environmental Science</li> </ul>	<ul style="list-style-type: none"> <li>English Language and Composition</li> </ul>	<ul style="list-style-type: none"> <li>Macroeconomics</li> <li>World History</li> </ul>	<ul style="list-style-type: none"> <li>Human Geography</li> <li>Spanish Literature</li> </ul>
<b>Afternoon 12 Noon</b>	<ul style="list-style-type: none"> <li>Physics B</li> <li>Physics C: Mechanics</li> </ul>	<ul style="list-style-type: none"> <li>Psychology</li> </ul>	<ul style="list-style-type: none"> <li>Art History</li> </ul>	<ul style="list-style-type: none"> <li>Microeconomics</li> </ul>	<ul style="list-style-type: none"> <li>Latin: Vergil</li> </ul>
<b>Afternoon 2 p.m.</b>	<ul style="list-style-type: none"> <li>Physics C: Electricity and Magnetism</li> </ul>				

## Please note:

- Schools may assemble students earlier than these exam start times to complete identifying information on answer sheets. Your AP Coordinator is responsible for letting you know exactly when and where to report for your exams.
- Schools in Alaska must begin the morning exam administration between 7 and 8 a.m. local time, and the afternoon exam administration between 11 a.m. and 12 noon local time. The AP Physics C: Electricity and Magnetism Exam must begin between 1 and 2 p.m. in Alaska.
- Early testing and testing at times other than those published by the College Board are not permitted under any circumstances.
- If you wish to take exams that are scheduled for the same time, ask your AP Coordinator for information about taking one of the exams during the late-testing period. You may not take both Calculus AB and Calculus BC in one year.
- For AP Studio Art, May 7, 2010, is the last day for your AP Coordinator to submit your digital portfolio sections to the AP Program, but you will need to complete your digital portfolio sections and submit them to your teacher well in advance of May 7. (See page 11 for more information.) If you will be submitting a 2-D Design or Drawing portfolio, you will also meet with your AP teacher and AP Coordinator on or before May 7 to assemble the Quality section of your portfolio (the actual artworks that are mailed to the AP Program).

## Contacts

### AP Services

P.O. Box 6671  
Princeton, NJ  
08541-6671

888-225-5427 (toll free in the  
U.S. and Canada)  
609-771-7300  
609-882-4118 (TTY)  
610-290-8979 (fax)

E-mail: [apexams@info.collegeboard.org](mailto:apexams@info.collegeboard.org)

### College Board Services for Students with Disabilities (SSD)

P.O. Box 6226  
Princeton, NJ  
08541-6226

609-771-7137  
609-882-4118 (TTY)

E-mail: [ssd@info.collegeboard.org](mailto:ssd@info.collegeboard.org)

### Office of Testing Integrity

P.O. Box 6671  
Princeton, NJ  
08541-6671

800-353-8570 (toll free in the  
U.S. and Canada)  
609-406-5427  
609-406-5441  
609-406-9709 (fax)

E-mail: [tsreturns@ets.org](mailto:tsreturns@ets.org)

### AP Assessment Development

P.O. Box 6671  
Princeton, NJ  
08541-6671

610-290-8979 (fax)

E-mail: [apinquiries@info.collegeboard.org](mailto:apinquiries@info.collegeboard.org)

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