



ST. MARY'S ACADEMY

AP Exam Guidelines 2019

This year the AP® Exams are scheduled for May 6-10 and May 13-17. The Bulletin for AP Students & Parents contains important information about the 2019 testing program. Review the Bulletin and discuss it with your AP teacher and your parents. If you have not received the Bulletin from your teacher, stop by the counseling office for a copy or access it on either the SMA or College Board web site. The exact schedule for all exams can be found on the back cover of the Bulletin, and on the SMA calendar. Also in the Bulletin you'll find out what to expect on testing day, how to receive college credit, as well as other pertinent information. Please note that *St. Mary's only provides testing for courses offered at St. Mary's Academy*. If you are interested in taking an exam for a course not offered at SMA, please contact your neighborhood high school.

Once you decide to take one or more exams, reserve your place by completing the AP Exam Registration form, found on the SMA web site. Return your form and *non-refundable* payment to Erica Wells in the Counseling office no later than March 1st, 2019.

If you have a conflict with a testing date, see Anne Hagge. Alternate test dates will incur extra fees for proctoring.

By MARCH 1, 2019, complete registration form and pay for all exams: \$94 per exam.

FAQ

Where are exams held? Exams are taken off-site at the University of Portland or Concordia University. Students must plan for their own transportation. Specific room information will be provided closer to the exam date.

What if I can't test on the day an exam is given? There is an additional \$45 fee for each alternate exam imposed by the College Board. There is also a fee charged by the school to cover the cost of engaging a proctor for the exam. The total cost for an alternate exam is \$90. Conflicts that result from Academic or Athletic events, non-AP or IB exams, family/personal commitments, other school events or non-emergency school closures do not qualify for a late-fee waiver.

What if I qualify for an extended-time or any other specific accommodation for testing? Please see Anne Hagge by 2/15 to be sure that all proper requests have been submitted to the College Board for their approval.

There will be a scheduled Pre-Administration session offered to fill out your AP Registration bubble sheets sometime in April during one of your AP classes. More information to come.

What if I want to take an exam for a course St. Mary's does not offer? Please contact your local public high school to see if they can accommodate you, or contact the College Board to see which local high schools offer the exam you are interested in taking.