April 24, 2017

Dear AP Students and Parents:

Congratulations! You have chosen to challenge yourself by taking an AP exam!

Listed below is the WHS **exam schedule**, including exam dates and locations. Please review it carefully and plan accordingly. **You are responsible for knowing the AP exams for which you have registered and for ensuring that you arrive to the testing site on the correct day and time.**

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| AP Exam | Date | **Student Arrival Time** | Room |
| Chemistry | Monday, May 1 | 7:15 a.m. | Timberline Church, Windsor |
| Psychology | Monday, May 1 | 12:15 p.m. | Timberline Church, Windsor |
| Spanish Language & Culture | Tuesday, May 2 | 7:15 a.m. | Timberline Church, Windsor |
| Physics 1: Algebra-Based | Tuesday, May 2 | 11:30 a.m. | Timberline Church, Windsor |
| English Literature & Composition | Wednesday, May 3 | 7:15 a.m. | Timberline Church, Windsor |
| United States Government and Politics – US | Thursday, May 4 | 7:15 a.m. | Weld RE-4 School District Office |
| United States History | Friday, May 5 | 7:15 a.m. | Cornerstone Baptist Church, Windsor |
| Biology | Monday, May 8 | 7:15 a.m. | Timberline Church, Windsor |
| Music Theory | Monday, May 8 | 7:15 a.m. | Windsor State Bank, Windsor |
| Calculus AB | Tuesday, May 9 | 7:15 a.m. | Windsor State Bank, Windsor |
| English Language & Composition | Wednesday, May 10 | 7:15 a.m. | Timberline Church, Windsor |
| World History | Thursday, May 11 | 7:15 a.m.  | Cornerstone Baptist Church, Windsor |
| Statistics | Thursday, May 11 | 12:15 p.m. | Cornerstone Baptist Church, Windsor |
| Human Geography | Friday, May 12 | 7:15 a.m.  | Timberline Church, Windsor |

**You should bring the following items to the exam room:**

* Several sharpened No. 2 pencils (with erasers) for completing multiple-choice answer sheets
* Pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams
* A watch (in case your exam room does not have a clock that you can see easily)
* Up to two calculators with the necessary capabilities if you are taking an AP Biology, Calculus, Chemistry, Physics, or Statistics Exam. (Visit <https://apstudent.collegeboard.org/apcourse>) to learn more about the calculator policy for each of these exams, and for a list of authorized calculators.)
* A ruler or straightedge if you are taking an AP Physics exam. Protractors are not allowed
* Valid photo identification. A school identification card or a driver’s license will suffice

**You should not bring the following to the exam room:**

* Electronic equipment (cell phones, smartphone, smartwatch, laptop, tablet computer, etc.), portable listening or recording devices (MP3 player, iPod, etc.), cameras or other photographic equipment, devices that can access the internet, or any other electronic or communication devices
* Books, compasses, mechanical pencils, colored pencils, correction fluid, dictionaries, highlighters, or notes
* Rulers, straightedges, and protractors except as previously noted
* Scratch paper (notes can be made on portions of the exam booklets)
* Computers or calculators (except as noted above)
* Reference guides, keyboard maps, or other typing instructions
* Watches that beep or have an alarm or smart watches
* Food or drink
* Clothing with subject-related information

You are required to arrive no later than 30 minutes prior to your exam: PLEASE CHECK STUDENT ARRIVAL TIMES CAREFULLY! **Students may not be dismissed until an exam has officially ended; do not ask to leave early if you finish before the end of the exam.** If you play a sport or have a job, it is your responsibility to inform your coach or employer of your AP Exam obligation, and arrangements should be made accordingly.

Get a good night’s rest before your exam, and eat a nutritious breakfast. You are allowed to bring a snack and beverage for your 10-minute break. However, food and drink are prohibited in the exam room. It is advisable to bring a sweater, in case the room temperature is below your comfort level.

You are required to abide by the policies of both the College Board and Windsor High School during the exam period. Any misconduct will be reported and could jeopardize your AP Exam score. Since this activity is occurring off-campus, you will need to complete an off-site testing agreement form and have a parent or guardian sign it. If you have not already turned one in, please do so as soon as possible; forms are available in the Counseling Office.

Please note that you are not required to attend school on the day of your exam(s). It is acceptable if you decide to attend your morning or afternoon classes, however, it is not mandatory and your absence will not count against Windsor High School’s attendance policy. An attendance roster will be published for the school prior to and after an exam. If you decide not to take an exam, please inform me as soon as possible prior to the test administration.

Be sure to review the 2016-17 *Bulletin for AP Students and Parents* that you received in February. If you have any additional questions or concerns, feel free to contact me at 970.686.8124 or angie.rizzuto@weldre4.org.

Good luck!

Angie Rizzuto

AP Coordinator