**2017 AP EXAMINATION ADMINISTRATION**

**Off-Site Testing Agreement Form**

AP Exams will be administered at one of the following locations, depending on the exam:

* Weld RE-4 School District Administration Building, 1020 Main Street, Windsor
* Timberline Windsor Church, 360 Crossroads Boulevard, Windsor
* Cornerstone Baptist Church, 1200 Cornerstone Drive, Windsor
* Windsor State Bank, 1130 Main Street, Windsor

Since the school does not provide transportation, we ask that you complete the statement below:

I, , the parent/guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(Parent/Guardian) (Student)

understand that I am responsible for arranging transportation to and from my student’s AP testing location on the appropriate date and time.

**Please check the WHS Exam Schedule for exam dates and locations. This form is due in the WHS Counseling Office 24 hours prior to your first exam date. If your exam is on a Monday, the form is due the preceding Friday.**

Students will be dismissed from morning exams by noon (excluding Spanish Lanuage and Music Theory). Students who do not have other AP Exams scheduled in the afternoon will not be required to return to the school campus. The reverse is also true for students taking afternoon exams. They do not have to come to school on the morning of the afternoon exam. Afternoon exams usually end by 4:30 p.m.

 (Parent/Guardian Signature) (Date)