

Pikesville High School AP Exam Registration



AP Exam Registration

The packet contains information you will need to register for the 2020 AP Exams.

- Informational letter for parents and students
- Coach Class Cheatsheet
- Schedule of exam dates
- Registration Information and Directions
- Fee Waiver Application
- College Board Accommodations
- Compliance Form & Late Arrival/Early Dismissal Form

Completed registration form and \$40.00 deposit per exam are due to TOTAL REGISTRATION on or before

Friday November 1, 2019

Pikesville High School

410-887-1217

7621 Labyrinth Road, Baltimore, Maryland 21208

Fax: 410-486-8436

September, 2019

Dear Parents of AP Students at Pikesville High School,

Students currently enrolled in AP courses have quickly realized the value of taking such demanding courses. AP courses not only allow students the opportunity to study a subject in greater depth but also help to prepare them for college level work.

The next important step after completing the AP class at Pikesville High School is to take the AP exam in the subject(s) that has been studied all year. College admissions officers are well aware of the rigor of AP courses and exams, and colleges may award credit for certain scores on the tests. Participation in the program, which includes taking the AP exam, can only be a positive step toward admissions and placement in competitive colleges. You may be interested in learning how particular colleges award AP credit. That information is available at <http://www.collegeboard.com/ap/creditpolicy>

The scheduled dates established by the College Board for the AP exams are included in this packet. Morning testing sessions are scheduled for 8:00 a.m. until 12:00 p.m.; afternoon testing sessions run from 12:30 p.m. until 4:00 p.m. Please note extended time tests will run longer. **Students should plan to arrive 20 minutes early. Students taking afternoon exams are responsible for their own transportation to and from the testing site.**

To register for AP exams:

- Please complete the registration form and return it with the **\$40.00 deposit per exam to TOTAL REGISTRATION** on or before **Friday, November 1, 2019.**
- The total cost of each AP exam is **\$94.00 (Please Note Capstone Exams are \$142)**
- Fee reductions from College Board are available for students who are on the Free and Reduced Meal program or for those with economic need. Contact Mrs. Thomas for more information.

- **There will be no refunds after April 1st**, a partial refund may be requested by Total Registration but **\$40.00 per exam will be deducted for the College Board** restocking fee for each exam
 - If a student has an emergency, or is ill the day of the exam, contact must be made with Mrs. Thomas that day prior to the exam in order to arrange testing if possible.

Cell Phone/Technology Policy:

The College Board has imposed a strict policy forbidding cell phones, smart watches and other electronic devices in the testing rooms. All electronic devices, including cell phones and smartwatches, must be labeled with the student's identifying information and will be secured by exam proctor only being returned after testing has been completed. If a student is seen with a cell phone, MP3 player, PDA, Apple Watch, or any other electronic or communication device in the testing room or during a break, the device will be confiscated and the student dismissed from testing. The test will be invalidated. **Please consider leaving all electronic devices at home or in a vehicle during testing.**

If you have any questions regarding registration for the AP exams, please contact Mrs. Thomas at 443-809-3040 or by email at mthomas18@bcps.org

AP Course Coach Class Cheat Sheet

AP Course	Teacher	Date & Time
Biology	Ms. Puelle Rm 118	Tuesday, Wednesday, Thursday 2:15-3:30
Calculus AB	Ms. Lewis Rm 130	Tuesday 2:15-2:55 (No students after 2:30)
Calculus BC	Mr. Taylor Rm 139	Tuesday 2:15-3:15
Computer Science Principles	Mr. Wray	Wednesday 2:20-3:30
English Language and Composition	Ms. LaBricciosa Rm 135	Wednesday 2:20-3:00
	Ms. Bress Rm 138	Wednesday 2:20-3:15
English Literature & Composition	Ms. Reisner Rm 141	Tuesday 2:15-3:00
	Ms. Kenney Rm 120	Wednesday 2:15-3:00
Environmental Science	Ms. Byrd Rm 104	Wednesday 2:30-3:15
French and Spanish Language	Ms. Corasaniti Rm. 201	Wednesday 2:20
Macroeconomics & Microeconomics	Mr. Goodman Rm 140	Wednesday 2:15-3:15
Music Theory	Mr. Wilson	Tuesday & Wednesday 2:30-3:30
Physics 1 and Physics C Research	Mr. Hrinda	Physics 1- See Mr. Hrinda Physics C- See Mr. Hrinda
Psychology	Mr. Babcock	Tuesdays 2:30-3:30 Mornings by appointment
Seminar	Ms. Meltzer	By appointment
Statistics	Ms. Hrinda Rm 136	Friday 2:10-3:00
Studio Art (2D, 3D, and Drawing)	Ms. Sherwood	Tuesday 2:30-3:30
U.S. Government	Mr. Lambert	Thursday 2:25-3:10
U.S. History	Ms. Johnson Rm 136	Every day but Monday Daily Review 2 weeks prior to exam
World History	Mr. Smith	See Mr. Smith

National Honor Society Tutoring Every Wednesday at 2:20 in Room 201

2020 AP Exam Calendar

Week 1

	Morning Exam Arrive by 7:40am	Afternoon Exam Arrive by 12:10pm
Monday, May 4	United States Government and Politics	Physics C: Mechanics (12:00 p.m.) Physics C: Electricity and Mechanics (2:00 p.m.)
Tuesday, May 5	Calculus AB Calculus BC	
Wednesday, May 6	English Literature (grade 12)	
Thursday, May 7		Physics 1
Friday, May 8	United States History	

Week 2

	Morning – 8 a.m.	Afternoon – 12:30 p.m.
Monday, May 11	Biology	Environmental Science
Tuesday, May 12	Seminar Spanish Language	Psychology
Wednesday, May 13	English Language (grade 11)	Microeconomics Music Theory
Thursday, May 14	World History	Macroeconomics
Friday, May 15	Computer Science Principles French Language	Statistics

Exam Registration Information & Directions

Registration for AP Exams will be handled through an online service entitled Total Registration. Students planning to take AP exams at Pikesville High School **must register for exams by 11:59 p.m. on November 1, 2019** on the **Pikesville High Total registration website at:**

www.TotalRegistration.net/AP/210176

Pikesville High School will not accept or collect any payments for AP exams. All payments will be collected by Total Registration. Families may choose to pay online with a credit or debit card or may choose to mail a check or cashier's check to Total Registration LLC. **Registrations that do not include the \$40.00 deposit per exam by Saturday November 2, 2019 will be cancelled, and exams will not be ordered.**

Any exam order after November 1, 2019 will incur a \$40.00 late fee per exam.

Pikesville is excited to offer a discount for taking multiple AP Exams. See the chart below for a break down (The information below is based on regular AP exams at the \$94.00 base rate)

Exam	Discount	Student will Pay
3 or more Exams	\$10.00	\$84.00

Directions for Registering:

1. Access the Registration Site between September 30 and November 1, 2019 at www.TotalRegistration.net/AP/210176
2. Enter Student Email, First Name and Last Name
3. **Students must answer ALL questions** in order to complete the exam registration.
4. Students applying for Fee Waivers or Financial Aid will have to complete the required forms and questions. Students will receive an email confirmation if approved and the total cost to be paid to complete AP exam registration online.
5. Once registration is complete—a confirmation page will appear and indicate successful registration
6. Payments may be submitted online via a credit or debit card. If you are paying by check—You must print your “Payment Stub PDF” and mail it to Total Registration along with the payment. All payments should be made payable to Total Registration LLC. You should include your reference number in the memo of the check. **Payments must be paid in full by MARCH 16, 2020.**
7. Students Must return the following **HARD COPY FORMS to the bin in the FRONT OFFICE** (Forms may be Located online on their AP Schoology Class Pages, Pikesville High School Website, Total Registration and in the Front Office)
 - **Compliance Form & Early/Late Dismissal Form (MANDATORY)**
 - College Board Accommodations (If Applicable)
 - AP Fee Waiver Application (If Applicable)

AP FEE WAIVER APPLICATION

**RETURN THIS PAGE
ONLY IF
APPLICABLE**

If you meet **one or more** of the guidelines listed below, complete and return this form ASAP but no later than **November 1, 2019** to Mrs. Thomas to be considered for a fee waiver. The College Board fee waiver reduces the price of an exam to \$53. (Capstone exam \$110)

THE INFORMATION PROVIDED ON THIS FORM WILL REMAIN CONFIDENTIAL.

Name of Student _____

Please check the appropriate item or items to indicate your student's eligibility:

___ My student is enrolled in the free or reduced lunch program.

___ My student is a member of a family who receives public assistance such as SNAP/Food Stamps or federally subsidized public housing.

___ My student is a member of a family whose taxable income did not exceed 185% of the poverty level as established by the US Census Bureau. The table below lists annual family incomes, by family size at 185% of the poverty level.

Household Size	Annual Family Income (not to exceed this amount)
1	\$22,311
2	\$30,044
3	\$37,777
4	\$45,510
5	\$53,243
6	\$60,976
7	\$68,709
8	\$76,442
Each additional person add:	\$7,733

Parent Signature _____

Date _____

College Board Accommodations

**RETURN THIS PAGE
ONLY IF
APPLICABLE**

Student Name: _____

If you have requested and been approved by the College Board for testing accommodations, please provide your **SSD Code:** _____

List the exams for which you want to use your College Board Accommodations:

List the exams for which you DO NOT want to use your College Board Accommodations:

Parent Signature: _____ **Date:** _____

Student Signature: _____ **Date:** _____

****Please Note--- All requests for College Board approved accommodations for AP Exams must be submitted by January 17, 2020****

Compliance Form & Late Arrival/ Early Dismissal Form

**EVERY STUDENT
MUST RETURN THIS
PAGE**

PART I

BCPS/ COLLEGE BOARD COMPLIANCE AGREEMENT

I understand that, by participating in the AP program, I am expected to take the AP exam, and will comply with all BCPS and College Board rules and regulations.

Student Name (Print Clearly): _____

Parent Signature: _____

PART II

Students staying home in the morning to prepare for an afternoon exam **AND/OR** returning home after a morning exam **will be marked absent/unexcused from school** during those hours **unless this form is signed and submitted with the registration form.**

Parent Initials	Parent Approval Form for Late Arrival or Early Dismissal
	<p><u>For Morning Exams:</u> I give my student permission to be dismissed from school immediately following the morning exam.</p> <p>Your Morning Exam Date(s): _____</p>
	<p><u>For Afternoon Exams:</u> I give my student permission to be excused from morning classes on the day of their afternoon exam.</p> <p>Your Afternoon Exam Date(s): _____</p>

Please return this parent permission form to Mrs. Thomas by Friday, March 16, 2020.