

Pilot Guide for AP[®] Students and Parents 2017-18

What you need to know about the AP program this year.

Introduction

Your school, along with more than 100 others across the country, is part of an important Advanced Placement[®] pilot program in the 2017-18 school year.

The purpose of this pilot is to help the AP[®] Program understand how free year-round supports and streamlined testing procedures can help improve the AP teaching, learning, and exam administration experience.

If you've taken AP before, you'll notice that most aspects of the program are unchanged or the same as at any other school, including the exam fee and score reporting timelines. This guide explains what will be new or different for you this year. Please read this information carefully and contact your AP coordinator or AP teacher if you have any questions.

Pilot Guidelines

- All AP students at your school are required to follow the policies and procedures described in this guide and other pilot materials and communications, even if they decide not to take the AP Exam.
- You must follow standard policies and procedures specified in the 2017-18 *Bulletin for AP Students and Parents* for any aspect of the AP Exam administration not addressed by the pilot.
- Sharing pilot-related information, accounts, communications, resources, or materials outside of your school district is not permitted.

Key Dates

- **First weeks of class:** Teachers set up classes in the support system and invite students. You will create an account, join your AP classes in the system, and begin using the resources.
- **October 15, 2017:** Deadline for you to indicate in the system whether you are taking AP Exams in May 2018 for on-time exam orders.
- **November 1, 2017:** Deadline for AP coordinators to submit on-time exam orders.
- **March 1, 2018:** Deadline for AP coordinators to submit late exam orders or exam cancellations.

Important Steps

Join Your Class

During the first weeks of your AP class, your teacher will set up their class in the pilot AP support system and invite you to join. Joining the class will give you access to free resources and let you indicate whether you're taking the exam.

This process is quick and easy. Your teacher will tell you whether to complete the following steps in or out of class:

1. Your AP teacher gives you the "Join Code" for your class.
2. You visit the AP support system website (<https://apsupport.collegeboard.org/join>) and enter the Join Code.
3. If you are in the system for the first time, you will need to create an account with your name, password, and

email address. We recommend using the same information you used to create your College Board account, if you have one. If you already created a support system account, you will need to log in.

4. You will view a welcome video and have an opportunity to help future AP students by sharing thoughts about what it's like to take AP classes.
5. Begin using the resources with your AP teacher.

Indicate Your Intent to Take the Exam by Oct. 15

An important change for this year is that you will need to decide in the *fall* whether you are taking the AP Exam(s). Schools tell us that when students make exam-taking decisions at the beginning of the school year, they're more invested in the course, put in more effort, and perform better on the exam.

From September 15 to October 15, when you access the support system, you will be asked to indicate your intention to take the AP Exam for each of your AP courses.

Your final exam-taking decisions must be in the system no later than October 15, so your AP coordinator can place your exam order by November 1 ordering deadline.

If your exam is ordered by November 1, your school will receive answer sheets prefilled with some of your registration information. This will save you time bubbling your information before or on exam day.

Understand Pilot Exam Policies, Dates, and Fees

Please note that the pilot does *not* change the exam fee and College Board fee reduction:

2018 AP Exam fee	\$94 per exam*
2018 College Board fee reduction for eligible students	\$32 per exam

* The exam fee your school asks you to pay may be different, depending on state, district, and/or school policies. If you have any questions about the exam fee, ask your AP coordinator.

As always, you are free to change your mind about taking an AP Exam. If you decide not to take an exam or cancel an exam you will continue to be able to access resources in the support system.

However, this year, additional fees apply to any exams ordered after the November 1 deadline and any exams that are canceled by March 1. Please make sure you and your parents/guardians understand all pilot-related dates and fees before making your decisions about the exams:

New: Additional fee for exams ordered between November 2 and March 1	\$94 per exam
New: Credit for exams canceled by March 1	\$42 per exam

For example, if you make the decision to take the exam after the November 1 ordering deadline has passed, your fee would be \$188 (\$94 exam fee, plus the \$94 additional fee). If you decide to cancel an exam and do so by March 1, you would pay \$52 (\$94 exam fee, minus the \$42 cancellation credit).

Please note the following information about fees:

- College Board fee reductions apply only to the initial \$94 exam fee and not towards any additional fees or credits.
- No credit is applied for exams canceled after March 1, 2018. The full exam fee will be charged, less any applicable fee reductions.
- AP Capstone Exams have a higher exam fee (\$142 per exam), but additional fees and credits are applied in the same way as with other AP Exams.

Tell Us What You Think

Your AP teacher or AP coordinator will have a form for your parent or guardian to sign that gives permission for you to participate in two brief online surveys related to this pilot. Your thoughts on the resources and procedures in this year's pilot will help to shape and improve the AP experience for all schools in the near future.

Thank You

We look forward to your participation in this pilot, and wish you the very best in your AP and other courses and activities this year.

To learn more about the pilot, check out this overview video: https://youtu.be/AnY_Y5mQF5k.