



*Andre M. Dukes
Principal*

Southside High School

An International Baccalaureate High School

6630 Frontage at White Horse

Greenville, South Carolina 29605

Phone (864) 355-8700

Fax (864) 355-8798

Dear Parents and Students:

You will be taking your AP Exam(s) in May of 2019. You will be required to attend a pre-administration session. This is mandatory in order to take an AP Exam. All exams will take place at MT Anderson **EXCEPT AP Spanish and AP French** those exams will take place on **Southside High School's Campus**.

Attached, is your exam schedule. Review it carefully for accuracy. If you see any discrepancies or conflicts, please contact Dr. Collins immediately.

There is a 10-minute monitored break between the multiple-choice and free-response sections. The exam room must remain supervised during the break. Students can't make any phone calls, reference textbooks or notes, or consult with teachers or students about the exam during the break. They can't send text messages, check email, use a social networking site, or access electronic equipment (cell phone, smartphone, smartwatch, laptop, tablet computer, etc.), cameras or other photographic equipment, devices that can access the internet, or any other electronic or communication devices. Students may have a drink or a snack at this time. Students may not leave the designated area without permission.

You should bring the following items to the exam room:

- Two sharpened No. 2 pencils with erasers for all responses on your multiple-choice answer sheet.
- Two pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams.
- Your 6-digit school code. <Homeschooled students will be provided with their state's or country's homeschool code at the time of the exam.>
- A watch that doesn't have internet access, doesn't beep, and doesn't have an alarm.
- Up to two approved calculators with the necessary capabilities if you're taking an AP Biology, Calculus, Chemistry, Physics, or Statistics Exam **only**. Visit apstudents.org/calculators to learn more about the calculator policy for each of these exams and for a list of authorized calculators.
- A ruler or straightedge **only** if you're taking an AP Physics Exam. Protractors are not allowed.
- Your AP Student Pack. <If you don't attend the school where you're taking the exam, you should also bring a current government-issued or school-issued ID.>

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- If you've been approved for testing accommodations, bring your SSD Student Accommodations Letter to verify your approval.

You should not bring the following to the exam room:

- Phones, smartwatches, wearable technology of any kind, laptops, tablet computers, Bluetooth devices, portable listening or recording devices—MP3 player, iPod®, etc.—cameras or photographic equipment, devices that can access the internet, separate timers of any type, and any other electronic devices are **prohibited in the exam room and during breaks**. School-owned digital recording devices are allowed **only** for the AP French, German, Italian, and Spanish Language and Culture Exams and the AP Music Theory Exam.
- Books, compasses, correction fluid, dictionaries, highlighters, notes, or mechanical or colored pencils
- Rulers or straightedges (these are allowed **only** for AP Physics Exams)
- Protractors
- Scratch paper
- Computers
- Reference guides, keyboard maps, or other typing instructions
- Calculators (unless it's an approved calculator for AP Biology, Calculus, Chemistry, Physics, or Statistics)
- Watches that beep or have an alarm
- Food or drink
- Clothing or shoes with subject-related information
- Ear plugs
- Clipboards

You are required to arrive at the testing site no later than 30 minutes prior to your exam: 7:30 a.m. for the morning administration and 11:30 a.m. for the afternoon administration. 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. Because of the strict regulations of testing students are responsible for paying \$94.00 for each AP exam missed.

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Get a good night's rest before your exam, and eat a nutritious breakfast. 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 Southside High School during the exam period, this includes SHS dress code. Any misconduct will be reported and could jeopardize your AP Exam score. Please note that you are not required to attend school on the day of your exam(s). An attendance roster will be published for the school prior to and after an exam.

Be sure to review the *2018-19 Bulletin for AP Students and Parents* that you received in January. If you do not show up for the exam please be advised that you will pay the \$94 per exam fee to Southside High School. If you have any additional concerns, please feel free to contact me. Good luck!

Regards,

Dr. Collins, AP Coordinator

Cut below and return the signed portion to Dr. Collins by February 18, 2019

☐ **Check if you are on free or reduced lunch, this information is needed for AP Exam Fee Reductions**

Sign below to denote that you have read and agree to all items listed above.

Student Name Printed

Parent Name Printed

Student Signature

Parent/ Guardian Signature

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