MEMORANDUM

To: AP Teachers and Students
From: Joseph Mamana III and Kathleen Carr, AP Exam Coordinators
Through: Ms. Kimberly M. Boldon, Principal
RE: AP Exams

Taking the Advanced Placement (AP) exam is an important part of all AP courses. This year, the College Board has moved up the registration timeline to begin early on September 16, 2019. Students who are enrolled in AP classes should take the AP exam and register early. Many colleges and universities indicate that they often do not attach value to a course labeled AP unless an official AP Exam grade is also presented for that course. Scoring well on an AP exam can often earn college credit for their high school class, saving a significant amount on college tuition.

AP Test Registration:
For the 2020 AP exams, all students at Wootton High School have to register online through their College Board myAP Classroom and to enter the classroom join code for each course provided by their AP teachers. Registration will take only a few minutes and can be completed from any computer with internet access. Students can use the same site above to access course material as well as register their AP exams. Online registration is currently open and will remain open until Monday, November 11, 2019 at 11:59 PM.

To complete exam registration, students must log in to their College Board portal (collegeboard.org). Once registration is complete, payment for their exam ($94 for all exams except for Research and Seminar which is $142) will be processed through the Montgomery County Public Schools - Online School Payments (OSP) portal (osp.osmsinc.com/MontgomeryMD). We strongly recommend that parents and students are both present while registering and completing payment to ensure that the correct exams are ordered.

AP Test Payment:
The AP Exam fee for 2020 is $94.00 per exam ($15 with AP Fee Waiver). We strongly encourage payments be made electronically through the osp.osmsinc.com/MontgomeryMD website. However, cash and check payments must be made in person to Mrs. Walsh in the Finance Office before and after school or during lunch.

Refunds: After registration of the exams, students have until Monday, November 11, 2019 to cancel; otherwise, the initial deposit of $40 will automatically be forfeited. Any refund requests beyond the amount of $40.00 (per full price exam) must be made in writing by January 3, 2020.
Please note the following dates for the online exam registration process:

- Monday, September 16, 2019 at 7:30 AM - Registration Began.
- Monday, November 11, 2019 at 11:59 PM - Registration Ends.
- Please be reminded that in order for us to place your order for the AP exams, a non-refundable minimum fee of $40 is required for each exam and is to be paid no later than November 11, 2019 by 11:59 PM.
- Friday, January 3, 2020 at 11:59 PM - All final balance payments for AP Exams are due.

Subsidizing Fees: While there are limited funds available to cover the cost of exams, subsidies for students with hardships are available to Wootton students. Please see Mr. Mamana for subsidy requests.

Students eligible for a fee waiver:
The cost of each AP exam is $94. Students eligible for financial assistance will receive a $32 fee reduction from the College Board. The MSDE and MCPS waiver will cover part of the remaining cost. Students eligible for the waiver will pay $15 per exam. See Ms. Hicks in the main office for a waiver form; after completion, return it to Ms. Hicks no later than January 3, 2020.

Below are the AP exam courses which Wootton offers in May 2020:

<table>
<thead>
<tr>
<th>Biology</th>
<th>European History</th>
<th>Research</th>
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</thead>
<tbody>
<tr>
<td>Calculus AB</td>
<td>French Language</td>
<td>Seminar</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>Macroeconomics</td>
<td>Spanish Language</td>
</tr>
<tr>
<td>Chinese</td>
<td>Music Theory</td>
<td>Studio Art</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>Microeconomics</td>
<td>Statistics</td>
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<tr>
<td>Computer Science Principles</td>
<td>Physics I</td>
<td>US Gov. &amp; Pol. (NSL)</td>
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<tr>
<td>Chemistry</td>
<td>Physics C: Electricity and Magnetism</td>
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<tr>
<td>English Language &amp; Comp</td>
<td>Physics C: Mechanics</td>
<td>US History</td>
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<tr>
<td>English Literature &amp; Comp</td>
<td>Psychology</td>
<td>World History</td>
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<tr>
<td>Environmental Science</td>
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Please Note:
- If both AP exam courses are scheduled at the same time slot, students should see either Mr. Mamana or Ms. Carr to discuss late testing options.
- The exact test locations will be communicated to students in April during the pre-administration session.
- Under no circumstances may an examination be given before the scheduled starting time.
- **For testing accommodations for students with disabilities, January 17, 2020** is the deadline for submitting requests. Please visit the AP College Board website (https://www.collegeboard.org/students-with-disabilities/ssd-online) or check in with your student’s counselor.

If you have any questions, please contact Mr. Mamana at (240) 740-1500 or via email at: Joseph_Mamanalll@mcpsmd.org, or Ms. Carr at (240) 740-1520 or via email at: Kathleen_F_Carr@mcpsmd.org.