



The Fulton County School System offers Advanced Placement (AP) courses at the high school level in a variety of subjects. AP is a program of college-level courses that gives high school students the opportunity to receive advanced placement and/or college credit through successful completion of an exit exam.

The basic reasons for taking an AP course are to learn a subject in greater depth, to develop analytical reasoning skills, and to develop disciplined study habits appropriate for continued success at the college level. AP courses are demanding, but students find them helpful in preparing for college-level work. All students taking and passing AP courses must also take the AP exit exam. Students who score a 3 or higher on an AP exam are eligible for the advanced placement and/or college credit. The college or university to which the student applies determines what advanced placement and/or college credit the student will receive.

Who may enroll in Advanced Placement (AP) courses?

AP courses are available to all high school students. Some AP courses may have designated prerequisite courses that must be completed prior to enrollment in the AP course.

Is it realistic to expect an “average” student will be successful in AP courses and exams?

Yes. The two keys to AP success are *preparation* and *motivation*. Preparation, as indicated by students' academic records, is the best predictor of AP success, but a serious sustained commitment to doing the in- and out-of-class study that AP demands can result in success for those who are not among the best prepared students.

Research shows that:

- Students whose grades are in the upper quartile of their class should be able to do satisfactory work in an AP class.
- Students who score at or above 46 on the verbal section of the PSAT/NMSQT will usually score a 3 or above on the AP exam based on results studied for 29 different AP exams. Students scoring at or above 56 on the math portion show success in scoring 3 or above on the AP exam in calculus, chemistry, computer science, physics, music and micro/macro economics.
- Students who receive "Bs" or better in the content in which they plan to take the AP exam are more likely to be successful.
- Students who make a firm commitment to study, do homework, follow through on assignments, thoroughly prepare for exams, and actively participate in class are likely to be successful.

- Students who come to school regularly are more likely to keep up with their studies and perform better on tests and exams. Poor attendance may result in the student missing key information needed to build a strong foundation for the AP exam.

Which AP courses does Fulton County offer?

Currently, 29 courses are offered. Course offerings vary by high school due to student interest.

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| - Art Studio | - English Literature and Composition | - Microeconomics |
| - Art History | - Environmental Science | - Music Theory |
| - Biology | - European History | - Physics B |
| - Calculus AB | - French Language | - Physics C |
| - Calculus BC | - French Literature | - Psychology |
| - Chemistry | - German Language | - Spanish |
| - Computer Science A | - Government and Politics: Comparative | - Statistics |
| - Computer Science AB | - Government and Politics: United States | - U.S. History |
| - English Language and Composition | - Latin Vergil | - World History |
| | - Latin Literature | |
| | - Macroeconomics | |

How many AP courses should students take in a year?

Many students who are doing well in school are willing to take on more than one AP course, and are encouraged to do so. Only very well prepared and highly motivated students should take on more than two AP courses in a semester, but such students are found in every high school. Every year a small number of students nationally take all AP courses as seniors, and a few graduates earn AP credit in 10 or more subjects during their high school years.

Who is “required” to take the AP exam(s)?

All students enrolled and passing at the time of the exams (May) are required to take the exam for the classes in which they are enrolled. No exam fee is charged to the student.

Can students take the exam even if they are failing the course at the time of the exam?

Yes, but the student will have to pay for the cost of the exam.

If a student withdraws from a yearlong AP class after the first semester, will the student receive the honor points for the first semester?

Yes, the student will be recognized for the work they have completed.

Are students permitted to take AP exams early?

No, Educational Testing Service (ETS) – the agency administering and scoring the exams – will not allow early exams.

What if a student is absent on the day of the AP exam?

ETS reviews the reasons for the absence as outlined by The College Board to determine if the student qualifies for a make-up AP exam to be given in June or July. Make-up exams, depending on the reason, are done at the discretion of each school's AP test coordinator. Late testing is not permitted for senior class trips, school assemblies, or family vacation/commitments.

What if the AP Exam conflicts with other academic or athletic events?

The College Board has two categories for making up exams when the absence is excused.

Category I – No additional fee for alternate exam.

- Forced, official closing on or around the test date due to natural disasters, religious holidays/observances, strikes, or elections
- Unexpected, serious emergencies (bomb scares, fire alarms, serious injuries, illnesses, or family tragedies)
- Language lab conflicts when using local college facilities (This reason cannot be used annually)
- Date and time conflict with International Baccalaureate exams

Category II – Absences are allowed but an additional \$40 per candidate for each alternate exam is charged.

- Academic/educational or athletic contests/events (national science fairs, band scholarship competitions, etc.)
- Contractual labor conflicts at the school (e.g., school must be locked up after a certain hour)
- Local decision to close school (unused snow day, etc.)
- Conflict with other exams being administered at the school

Can students take an AP exam if they are not enrolled in the designated AP course?

Students who are not enrolled in an AP course may request to take the exam at their own cost. Students may go online at the following web site (www.collegeboard.org) to locate information about course content, the exam, and the current exam fee.

Students must notify their local school's counseling department by October in order to be included in the process.

Do AP scores have to be reported to colleges?

Students may request that their AP scores not be reported to colleges and universities to which they are applying; however, should the student want the score or scores reported at a later date, a fee is charged by Educational Testing Service (ETS). Consult your school's counseling department about making such a request.

Are accommodations made for students with disabilities?

Yes, in compliance with the Americans with Disabilities Act, the AP program provides services and reasonable accommodations appropriate to students' disabilities and the purpose of the exams. An eligibility form must be submitted prior to the exam administration for each student who requests accommodations such as extended time, computer use, Braille, etc.

To be eligible the student must:

- Have a documented disability that necessitates testing accommodations
- Have documentation on file at school (IEP, 504 Plan, or professional evaluation) that supports the need for the requested accommodations, and meets the Guidelines for Documentation (see **www.collegeboard.org** or the eligibility form for complete guidelines)
- Receive the requested accommodations for school-based tests

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**For more information, contact your school's Counseling Department
or the College Board web site, www.collegeboard.org**



Recent Security Violations and Related Policies

1) A school administered an AP Statistics Exam to a student the day before its scheduled date because the student had a family emergency. (Note: a family emergency is an allowable reason to offer a student an alternate exam on the late-testing date, but no circumstance permits students to test early.) After taking the exam, the student transmitted information about the exam to other students via text message. This resulted in the cancellation of the student's score, and necessitated testing those students not involved in the incident on the late-testing date. The school has been prohibited from serving as a testing site in 2006.

Related Policy: Each AP Exam must be administered on its scheduled date, at the set time. *Early testing is not permitted under any circumstance.* The AP Program's official dates and start times ensure that all exam takers are essentially sequestered simultaneously, thus reducing the risk of disclosing exam items to those who haven't entered the exam room. (Students outside of U.S. time zones are given different exam forms for this reason.) Proctors may seat students and allow them to complete the personal identification portion of their answer sheets prior to the one-hour window in which the exam must be started, but under no circumstances may the shrink-wrap of the actual AP Exam be opened prior to the start of the one-hour window. Students who begin taking the actual exam at any point earlier than the one-hour window will have their scores canceled, and the schools administering these exams may not be allowed to offer AP Exams in the future.

2) After taking the 2005 AP Chemistry Exam, an anonymous caller reported seeing the questions prior to exam day. A subsequent investigation found that the school's AP Chemistry teacher had obtained questions from a 2003 AP Chemistry Exam and reconstructed them for the final course exam. Because the teacher's students had been given an unfair advantage, their scores could not be reported, and the students were given the opportunity to retest. The school replaced the AP Chemistry teacher.

Related Policy: Teachers may never access the multiple-choice section of AP Exams until they are disclosed in the Released Exam books published by the College Board. To ensure that the AP Programs scoring standards do not change as the Program grows, the College Board follows industry standards by re-using a set of multiple-choice "equating" questions each year. If exam questions are disclosed after an exam, the AP Program can no longer use those "equating" questions—a potential threat to the validity of the scoring process. Students cannot, under any circumstances, take multiple-choice questions from the room, give them to anyone else, or discuss them with anyone else (including their AP teachers) through any means, including, but not limited to, e-mail, text messages, and the Internet. Teachers may review and discuss with their students the free-response questions posted on AP Central 48 hours after each AP Exam administration.

Policy on Cell Phones and Other Electronic Devices

Over the past several years, the College Board has grown increasingly concerned about students' ability to transmit—in a matter of seconds—exam questions to others around the world. Prior to the May 2004 administration, all schools received notification that cell phones and other electronic devices were not allowed in the testing room. In 2005, we asked schools to post signs outside the exam room to this effect and added to the examination instructions a final warning to

students to turn over cell phones and other prohibited devices to the proctor if they brought them into the room. These same policies remain in place for the 2006 exam administration. We strongly encourage you to publicize the prohibition on cell phones and other electronic devices prior to exam day so that proctors do not spend valuable time collecting these items from students. If a student uses a cell phone, pager, MP3 player, PDA, or any other electronic or communication device in the testing room or during a break, the device should be confiscated and the student dismissed. Schools should then contact the Office of Testing Integrity for further instructions.

For More Information

For complete exam security policies and procedures, please refer to the *AP Coordinator's Manual* and the *Bulletin for AP Students and Parents*; principals, AP Coordinators, and students agree to the terms in these publications.

School Agreement: Principals and AP Coordinators agree to the following statement on the AP Participation Form: "I understand if my school does not follow the instructions given in the 2006 *AP Coordinator's Manual*, it may not be allowed to administer AP Exams in the future and may be held responsible for damages and costs incurred by the College Board or ETS as a result of a security breach."

Student Agreement: Each time a student takes an AP Exam he or she must sign the following statement: "To maintain the security of the exam and the validity of my AP grade, I will allow no one else to see the multiple-choice questions. I will seal the multiple-choice booklet when asked to do so, and I will not discuss these questions with anyone at any time after the completion of the section. I am aware of and agree to the Program's policies and procedures as outlined in the 2005-06 *Bulletin for AP Students and Parents*—including using extended time only if I have been pre approved by College Board Services for Students with Disabilities.

By following the AP Program's standards and procedures for administering exams, you are helping to ensure the continuing value of AP opportunities for your students. We appreciate all the work you do to give all students equal opportunities to demonstrate their abilities.

In the event of a security breach, contact the Office of Testing Integrity by phone at 609-406-5427 or 609-406-5441, or by email at tsreturns@ets.org