

2019-20

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# Bulletin for **AP<sup>®</sup>** Students and Parents

## YOUR GUIDE TO THE AP PROGRAM

### INSIDE:

- Test security and administration policies
- Exam fees
- Student checklist
- Getting ready for exam day
- 2020 AP Exam schedule



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## About College Board

College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity. Founded in 1900, College Board was created to expand access to higher education. Today, the membership association is made up of over 6,000 of the world's leading educational institutions and is dedicated to promoting excellence and equity in education. Each year, College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success—including the SAT® and the Advanced Placement® Program. The organization also serves the education community through research and advocacy on behalf of students, educators, and schools.

For further information, visit [collegeboard.org](https://collegeboard.org).

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## AP Program

With AP®, students can take college-level course work in high school. When students take AP courses and exams, they demonstrate to college admission officers that they have sought out an educational experience that will prepare them for success in college and beyond.

Performing well on an AP Exam means more than just the successful completion of a course. Most colleges and universities accept successful exam scores for credit, advanced placement, or both. And research consistently shows that students who are successful in AP typically experience greater academic success in college than those who don't participate in AP.

Visit [apstudents.org](https://apstudents.org) for detailed information about the 38 AP courses and exams, including course and exam descriptions, sample free-response questions and scoring guidelines, study skills, exam tips, and more.

## Boletín para estudiantes de AP y sus padres

El boletín para estudiantes de AP y sus padres 2019-20 se publica también en español. Puedes descargar este boletín visitando [apstudents.org/bulletin](https://apstudents.org/bulletin).

Puedes solicitar copias impresas gratuitas visitando la página [collegeboard.org/freepubs](https://collegeboard.org/freepubs) o llamando al 800-323-7155 o 703-297-3960.

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## AP Students

Congratulations! As an AP student, you're taking part in a college-level academic experience that will challenge and inspire you and prepare you for college and beyond. Your hard work is helping you prepare for the AP Exam, giving you the opportunity to earn credit and advanced placement in college.

This *2019-20 Bulletin for AP Students and Parents* has important information about the AP Exams, including the policies and procedures for exam administration and security that help ensure a fair and uniform testing experience for all students. On exam day, you'll be asked to sign a statement on your answer sheet indicating you understand and agree to the policies and procedures in this publication.

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## Parents and Guardians

We encourage you to read this Bulletin and take special note of important dates and other information related to the exam administration.

### How you can support your child:

- Remind your child to enroll in class sections in My AP ([myap.collegeboard.org](https://myap.collegeboard.org)) following the instructions provided by their AP coordinator or teacher.
- Designate specific areas in your home for schoolwork and study.
- Remind your child to prioritize classes, activities, and work commitments.
- Encourage your child to form a study group.
- Review high school graduation requirements with your child.
- If your child needs testing accommodations, work with the school's SSD coordinator. (See page 9 for details.)

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## Changes for 2019-20

### What's New

Beginning this school year, AP Exam registration takes place in the fall and AP students and teachers will have access to new instructional resources, including unit guides, personal progress checks, and a bank of real AP questions.

### Getting Started

At the start of the school year, your AP coordinator or AP teachers provide you with information about signing in to My AP ([myap.collegeboard.org](http://myap.collegeboard.org)). When you sign in, you complete a simple digital activation process to enroll in class sections and access new resources that your AP teachers may assign. To enroll, follow the instructions provided by your AP coordinator or AP teachers.

### New Resources

AP teachers have access to **AP Classroom**, a suite of digital tools that they can use throughout the year to help you prepare for the AP Exam. The tools include **personal progress checks** with multiple-choice and free-response questions your teacher can unlock for you to receive personalized feedback on the skills and topics you're learning in the course. Your teacher may also assign AP practice or released exam questions using the **AP Question Bank**. You'll be able to view a **progress dashboard**, which allows you to track your progress throughout the year.

You'll access all AP Classroom assignments from your My AP homepage.

## Exam Ordering Deadlines and Fees

Starting this year, AP Exam ordering deadlines are in the fall for all full-year AP courses. There's a spring ordering deadline for second-semester AP courses. If you're a transfer student (you either transfer to a new school or you transfer out of a school), your AP coordinator will be able to update the exam order during the year.

Schools set their own internal deadlines for AP Exam registration, so be sure to check with your AP teachers or AP coordinator.

**The AP coordinator submits the exam order by the following deadlines:**

- **October 4, 2019:** Preferred ordering deadline.
- **November 15, 2019 (11:59 p.m. ET):** Final ordering deadline.
- **March 13, 2020 (11:59 p.m. ET):** Spring course orders and fall order changes deadline.

The base exam fee has not changed this year, and there is still a \$32 per exam College Board fee reduction available for eligible students. However, there are new fees for late orders or unused/canceled exams. See page 3 for details.

In the spring, your school will receive a sheet of AP ID labels with your name on it. When you take your exams, you'll apply these personalized labels to your answer sheet and other exam materials. AP ID labels simplify the exam day process. See page 8 for details.

### Contact Us

If you have questions about any aspect of the AP registration process, ordering deadlines, fees, or using the new resources assigned by your teacher, talk to your AP coordinator or AP teacher, or contact **AP Services for Students** at [apstudents@info.collegeboard.org](mailto:apstudents@info.collegeboard.org), 888-225-5427 (toll free in the U.S. and Canada), or 212-632-1780.

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## Important Information for Exam Takers

### Privacy Policy

College Board ("us") carefully manages and safeguards students' personal information. Except as described in this publication, or to share with our operational partners for the purpose of administering testing services and generating score reports, the personal information you provide to College Board will not be sold, rented, loaned, or otherwise shared. For personal information you provide online, please see the College Board online privacy policy at [collegeboard.org/privacy-policy](http://collegeboard.org/privacy-policy) and the Terms of Service for My AP at [collegeboard.org/myapterms](http://collegeboard.org/myapterms).

College Board also reserves the right to contact the appropriate individuals or agencies—including your high school—if we believe you may be in imminent danger of harming yourself or others, based on any information you provide to College Board, including your responses to AP Exam questions. We might also provide the relevant essay or other content, along with your personal information, to those we may contact.

### Additional Notice to EU and International Students

In addition to the terms included in this Bulletin, EU and other international test takers should read the Privacy Notice at [collegeboard.org/privacy-policy](http://collegeboard.org/privacy-policy) and the Terms of Service for My AP at [collegeboard.org/myapterms](http://collegeboard.org/myapterms).

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### How Your Scores and Other Information Are Used

Information that you may provide yourself (or that may be provided about you by your school, district, or International Test Center), includes school code, name, gender, birth date, grade level, race/ethnicity, mailing address, phone number, email address, student ID, the language you know best, parent/guardian education levels, AP Exam fee reduction status, Services for Students with Disabilities ID and information, AP course enrollment and teacher information, and AP Exam registration status. If taking an AP world language and culture course, information you may also provide about yourself is whether you speak the language at home and whether you have lived in a location for 6 months or more where the language is spoken.

Any data provided about you may be used (in the aggregate and/or anonymously) for research purposes, to prepare research reports, and/or in the AP Exam ordering and registration processes.

Your AP score report is available to you, any college, university, or scholarship provider you designate, and your high school and school district in July.

Your AP scores and/or personally identifying information may be shared in the following circumstances:

- For the purposes of score reporting to your school, district, and state department of education, if applicable.
- Your AP Exam scores may be sent to any school at which you enrolled in a class section through My AP. This could be the school you regularly attend and/or a different school where you took an AP course. If you enroll in a class section through My AP for a school other than the one you regularly attend, that school will receive your AP Exam score(s) only for the class section(s) you're enrolled in at that school.
- If your school, district, or state partners with other educational organizations. Please consult your school for individual policies.
- When a state requests the names of its public school students who receive fee reductions for audit or invoice verification. In such cases, the state agrees to maintain the confidentiality of such data.
- For research purposes and/or to prepare research reports (in the aggregate and/or anonymously). Occasionally, College Board researchers and their subcontractors may contact students to invite their participation in surveys or other research. Data collected from AP Classroom could also be shared with researchers and partners.
- If you're a resident of the state of Kentucky, your AP Exam scores will automatically be sent to the Kentucky Higher Education Assistance Authority (KHEAA) for the purposes of scholarship eligibility. If you don't want your scores sent to KHEAA, write to: AP Program, Educational Testing Service, 1425 Lower Ferry Road, 29Q, Ewing, NJ 08618. Include your full name, mailing address, date of birth, gender, 8-digit AP ID, and your 6-digit high school code number.

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## Your Email Address and Phone Number

By providing your email address when you create your College Board account and register at [myap.collegeboard.org](https://myap.collegeboard.org), you give College Board and its operational partners permission to contact you via email. Your email will be used to send you transactional emails related to your exams, scores, and any AP Awards you may earn.

By providing your phone number, you agree to be contacted by College Board regarding: a test or program you registered for, opportunities to participate in research surveys, and/or free college planning services. By providing your mobile phone number, you may also opt in to agree to receive text messages from College Board about our programs, to participate in research surveys, and/or to receive free college planning services. Standard text messaging rates apply and you may opt out at any time.

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## Telemarketing and Internet Scams

If you get an unsolicited phone call from someone claiming to work for College Board, attempting to sell you test-prep products, or requesting personally identifying information (such as credit card and Social Security numbers), do NOT provide the caller with any personal information.

- Be cautious about unsolicited contacts via phone or email.
- College Board will never contact you to ask you to send your credit card, bank account, or password information by phone or through email.
- Never supply credit card information to someone who calls or emails you.
- If you think you've received a fraudulent call or email, contact the Federal Trade Commission at [ftc.gov](https://ftc.gov) and your local authorities and provide them with all the details.
- Remember: if an offer appears too good to be true, it probably is.
- For more information about phone or internet scams, visit [collegeboard.org/privacy-policy/security](https://collegeboard.org/privacy-policy/security).

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# AP Exam Registration and Fees

## How to Register

If your school offers AP courses, your AP coordinator or teacher will let you know when and how to register. Your AP coordinator will order the materials, collect fees, and let you know when and where to take the exams.

This year you'll enroll in class sections in My AP ([myap.collegeboard.org](https://myap.collegeboard.org)) using join code(s) supplied by your AP teacher(s) or AP coordinator for each AP class you're currently taking or AP Exam you intend to take. You'll use only the join codes supplied by your teacher(s) or AP coordinator; don't share join codes with anyone else. If your AP coordinator or teacher instructs you to do so, you'll indicate your AP Exam registration for each class section you're enrolled in by the deadline provided by your AP coordinator.

You may take as many AP Exams as you want, in any combination, with the following qualifications:

- You may not take both Calculus AB and Calculus BC in the same year.
- Only students who attend a school that has been accepted into the AP Capstone Diploma program can enroll in AP Seminar or AP Research and submit performance tasks and/or take the AP Seminar End-of-Course Exam.
- If you want to take two exams that are scheduled for the same time, ask your AP coordinator if your school offers the option to take an alternate exam during the late-testing period.
- You may submit more than one AP Art and Design Portfolio Exam, but each must be a different type of portfolio. For example, you can't submit two AP Drawing Portfolio Exams in the same year. You may not duplicate



works or images among the portfolios, and portfolios cannot be combined. If you want to submit a portfolio for both AP 2-D Art and Design and AP Drawing, you'll need to submit two separate portfolios with two different sets of artwork and pay two separate exam fees.

- You may not retake an exam within the same year. You may, however, repeat an exam in a subsequent year. In this case, both scores will be reported unless you request one be withheld or canceled (see page 13).

We recommend balancing AP courses and exams with your other academic and extracurricular interests in high school. While research shows that taking and performing well on AP Exams during high school improves students' college outcomes, including first-year college GPA, the benefits of taking additional AP Exams level off after 4–6 exams. We encourage you to pursue the AP courses that interest you rather than focusing on the total number of AP courses you should take.

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**NOTE:** *If you're homeschooled or self studying for an AP Exam, your school doesn't administer AP Exams, or if you plan to test with accommodations, see page 9.*

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## Providing Registration Information

The first time you enroll in an AP course in My AP, you'll have to fill out some registration information. You'll complete this information once.

Your information needs to be accurate to ensure that recipients of your AP score report have the most recent and correct data about you. Your mailing address and email address are used to send you important information about your exams, scores, and AP Awards, if applicable.

Joining an AP course in My AP and supplying your registration information doesn't automatically order an AP Exam for you. Your school's AP coordinator needs to place an exam order and include you in that order.

**Free Score Report Recipient:** This year, students indicate the recipient of their free score report through My AP; they no longer indicate this information on their answer sheets. **The deadline to indicate your free score report recipient in My AP is June 20, 2020.** We encourage you to indicate your free score report recipient through My AP as early as possible; you can change the recipient by June 20 if needed. For details, see page 12.

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## Fees

AP Exam	\$94
International AP Exam*	\$124
AP Capstone Exam (U.S. and international)	\$142

\*Applies to exams administered at schools outside the United States, U.S. territories and commonwealths, and Canada, with the exception of U.S. Department of Defense Education Activity (DoDEA).

## Other Fees

- **Late Order fee: \$40 in addition to the exam fee.** If you decide to take the exam after the November 15 ordering deadline, and it's ordered by March 13, you would pay the base exam fee + **\$40 late order fee** (e.g., \$94 + \$40 = \$134). **The late order fee does not apply if:**
  - ♦ You transfer to a new school after November 15.
  - ♦ Your AP course doesn't begin until after November 15.
- **Unused/Canceled Exam Fee: \$40 per exam.** If you decide not to take an exam that was ordered for you, the charge is \$40 per exam instead of the full exam fee. The \$40 fee applies to any unused or canceled exam, including an exam ordered for a student who qualifies for a College Board fee reduction. It's important to tell your AP coordinator if you decide not to take an exam. Your coordinator needs to indicate the change in AP Registration and Ordering for the \$40 unused/canceled exam fee to be applied rather than the full exam fee. **The fee does not apply if:**
  - ♦ You decide not to take an exam due to an eliminated state subsidy for low-income students, and you're eligible for a College Board fee reduction.
  - ♦ You transfer out of a school.
- **Late-Testing fee:** Occasionally, it's necessary for students to test late using an alternate form of the exam. Depending on the reasons for late testing, schools may be charged an additional **\$40 per exam fee for late testing**, part or all of which the school may ask the students to pay. (Schools may charge higher fees to recover proctoring and other administration costs.)

## Fee Reductions

College Board provides a \$32 fee reduction per exam for students with financial need. For each AP Exam taken with a fee reduction, the school forgoes its \$9 rebate, resulting in a cost of \$53 per exam (\$83 per exam for schools outside the United States, U.S. territories, and Canada) or \$101 for an AP Seminar or AP Research Exam. Many states and districts use federal, state, and local funding to further reduce exam fees. Check with your AP coordinator to learn more.

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# AP Exam Basics

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## Scores

Each AP Exam score is a weighted combination of your scores on the multiple-choice section, the free-response section and, as applicable, through-course performance assessments.

AP Exam scores are reported on a 5-point scale, which offers a recommendation on how qualified you are to receive college credit and placement.

5 = extremely well qualified

4 = well qualified

3 = qualified

2 = possibly qualified

1 = no recommendation

AP Exam scores of 5 are equivalent to grades of A+ and A in the corresponding college course. AP Exam scores of 4 are equivalent to grades of A-, B+, and B in college. AP Exam scores of 3 are equivalent to grades of B-, C+, and C in college.

**AP Capstone Diploma™ Program:** Your final AP Seminar score of 1–5 will be based on performance tasks submitted online during the school year and an end-of-course exam that you'll take during the AP Exam administration in May. Your final AP Research score of 1–5 will be based on the Academic Paper and presentation and oral defense completed during the school year. There is no end-of-course exam for AP Research.

## Opportunity for College Credit

With qualifying AP Exam scores, you can earn credit, advanced placement, or both at the majority of colleges and universities in the United States and Canada. Individual colleges and universities, not College Board or the AP Program, grant course credit and placement. You should get a college's AP policy in writing. Check with the institution directly or use the AP Credit Policy Info search at [apstudents.org/creditlevel](http://apstudents.org/creditlevel).

You decide which colleges (if any) receive your AP Exam scores. See page 13 for more information on AP score reporting services. Colleges that receive your AP score report will typically notify you during the summer of any advanced placement, credit, or exemption you've earned. Contact your college to learn how your AP Exam scores will be applied.

## AP Scholar Awards

Each summer, College Board recognizes high school students who have demonstrated exemplary college-level achievement with AP Scholar Awards. While there is no monetary award from College Board, AP Scholar Awards further strengthen your college admission portfolio. For information about award criteria and other available awards and recognitions, go to: [apstudents.org/awards](http://apstudents.org/awards).

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# Test Security and Administration Policies and Procedures

All AP students deserve a fair and uniform testing experience. The following policies and procedures are designed to:

- Protect the integrity of AP Exams and AP Exam scores;
- Give all students equivalent opportunities to demonstrate their knowledge on exam day; and
- Prevent any students from gaining an unfair advantage.

If we determine that your testing experience didn't meet our standards for administering exams—even if this wasn't your fault—we reserve the right to cancel your AP Exam score. This is to protect the integrity of the AP Exam for all AP students, and to ensure that we can stand behind all scores submitted to colleges and universities for credit or advanced placement. When College Board considers it appropriate, in its sole discretion, but not under all circumstances, you'll be given the opportunity to retake.

We reserve the right to decline to score an AP Exam or cancel an AP Exam score when, in our judgment, any of the following occurs:

## 1. Violation of test security policies and procedures

On exam day, you are required to sign your answer sheet, indicating that you're aware of, and agree to, all of the policies and procedures listed in this Bulletin. You also must sign the covers of the multiple-choice booklets and write your initials on the covers of the free-response booklets, affirming statements related to the security of the exam. You must follow

all policies and procedures related to maintaining the security of AP Exams, including:

- Exams must be administered on the established schedule. The exam administration may never begin before the official starting time and may begin only up to one hour after the official starting time on the specified day. **If an exam is offered to you at an incorrect date or time, you should refuse to take it;** contact Educational Testing Service's (ETS) Office of Testing Integrity to arrange to take an alternate exam. See back cover for contact information.
- You must not remove the shrinkwrap and open exam materials until instructed to do so by the proctor, so that no one sees the exam content before the administration begins.
- No one, except the students as they take the exam, should see the exam content or student responses.
- You may not, under any circumstances, remove exam content or materials from the testing room; give it to anyone else; discuss it with anyone (including an AP teacher); or share it through any means, including, but not limited to, email, text messages, photographs, and social media/the internet.
- Multiple-choice section: Because multiple-choice content is sometimes reused, no one other than you may access your multiple-choice content at any time. You may never remove the exam content from the testing room, or give it to anyone else; discuss it with anyone (including your AP

teacher); or share it through any means, including, but not limited to, email, text messages, photographs, and social media/the internet.

- Free-response section: Exam booklets must never be photocopied by students or teachers after the exam. You may only discuss free-response content that is released on the College Board website two days after the regularly scheduled exam administration. If the content in the exam is not released, you may not discuss it with anyone.
- Exam materials are secured before, during, and after the exam. You are prohibited from accessing secured exam materials at any time before or after the exam.
- **Prohibited in the exam room and break area:** Electronic equipment (phones, smartwatches, or wearable technology of any kind, laptops, tablet computers, Bluetooth devices, portable listening or recording devices—MP3 player, iPod®, etc.—cameras or other photographic equipment, devices that can access the internet, separate timers of any type, and any other electronic or communication devices) are prohibited in the exam room and break area. A student observed with any of these devices during testing or breaks may be dismissed from the exam, the device may be confiscated, the student's score may be canceled, and no retest may be permitted. Calculators are also prohibited, unless they're allowed or required for the specific exam. School-owned and -controlled digital recording devices are allowed **only** for the AP French, German, Italian, and Spanish Language and Culture Exams, and the AP Music Theory Exam. See page 7.
- You may not consult textbooks, notes, teachers, other students, or any other resource during the exam or during the break between Sections I and II of the exam, or during any unscheduled breaks.
- You may not leave the building at any time during the exam administration, including during a break, without permission.
- You may not leave the designated break area without permission.
- Teachers, college faculty or instructors, department chairs, tutors, individuals involved in test-preparation services, and educators of any kind (including, but not limited to, curriculum specialists, school counselors, and administrators) are prohibited from taking or reviewing the content of an AP Exam.
- Violation of test security policies may result in score cancellation, and under some circumstances individuals may be banned from future testing. College Board will prohibit individuals from taking the SAT, SAT Subject Tests™, CLEP, or AP Exams when we conclude they have deliberately gained or attempted to gain or share an unfair advantage on any College Board test, or otherwise threatened the integrity of the test. See [apstudents.org/examsecurity](https://apstudents.org/examsecurity) for details.

## 2. Disclosure of secure test items

College Board will automatically cancel your exam score and may ban you from testing if you are discovered disclosing through any means the following:

- multiple-choice content;
- free-response content from an alternate exam for late testing;
- free-response content from a regularly scheduled exam within two days of its administration; or
- free-response content that is not released on the College Board website two days after the regularly scheduled exam administration.

**Important:** If you post to any form of social media during the exam or refer to unreleased exam content at any time after the exam, your score will be canceled, no retest will be permitted, and you may be banned from future testing.

## 3. Misconduct

If you engage in misconduct in connection with an AP Exam, you may be asked to turn in your exam materials and leave the testing room. You may not return to the testing room, your AP Exam score will not be reported, and you may be banned from future testing.

Misconduct includes:

- Obtaining or attempting to obtain improper access to the exam, a part of the exam, or information about the exam.
- Removing or attempting to remove a page or portions of a page from the exam book.
- Attempting to remove from the testing room any part of the exam or any notes related to the exam.
- Referring to, looking through, or working on any exam, or exam section, other than during the timed testing period for that exam or exam section.
- Accessing or attempting to access any prohibited aids including formula sheets and scratch paper.
- Accessing or attempting to access a phone of any kind or electronic device during testing or during breaks.
- Bringing food or drink into the testing room (unless it's preapproved as an accommodation by College Board).
- Leaving the testing room, building, or designated break area without permission and/or taking an extended break.
- Copying the work of another student or of published or unpublished sources.
- Attempting to give or get assistance, or otherwise communicate, through any means, with another person about the exam during the exam administration, including breaks.
- Attempting to take the exam for someone else.
- Reproducing or attempting to reproduce any portion of any exam in any form (e.g., by taking photos or making photocopies).
- Having subject-related information on your clothing, shoes, or body.
- Creating a disturbance.
- Using testing accommodations that have not been preapproved by College Board.

### Policy on Plagiarism and Falsification or Fabrication of Information for the AP Capstone Diploma Program

A student who fails to acknowledge the source or author of any and all information or evidence taken from the work of someone else through citation, attribution, or reference in the body of the work, or through a bibliographic entry, will receive a score of 0 on that particular component of the AP Seminar and/or AP Research performance task. In AP Seminar, a team of students that fails to properly acknowledge sources or authors on the Team Multimedia Presentation will receive a group score of 0 for that component of the Team Project and Presentation. A student who incorporates falsified or fabricated information (e.g., evidence, data, sources, and/or authors) will receive a score of 0 on that particular component of the AP Seminar and/or AP Research performance task. In AP Seminar, a team of students that incorporates falsified or fabricated information in the Team Multimedia Presentation will receive a group score of 0 for that component of the Team Project and Presentation.

## AP Computer Science Principles Policy on Plagiarism

A student who fails to acknowledge (i.e., through citation, through attribution, by reference, and/or through acknowledgment in a bibliographic entry) the source or author of any and all information or evidence taken from the work of someone else will receive a score of 0 on that performance task. A computational artifact without acknowledgment of the media used in the creation of the computational artifact, and program code segment(s) written by someone else used in a program without appropriate acknowledgment, are all considered plagiarized work. To the best of their ability, teachers will ensure that students understand ethical use and acknowledgment of the ideas and work of others as well as the consequences of plagiarism. The student's individual voice should be clearly evident, and the ideas of others must be acknowledged, attributed, and/or cited. When two students' responses are nearly identical, both responses are considered plagiarized until further investigation upon appeal.

## AP Art and Design Artistic Integrity Agreement

Any work that makes use of (appropriates) photographs, published images, and/or the work of someone else must show substantial and significant development beyond duplication. This is demonstrated through manipulation of the materials, processes, and/or ideas of the source. The student's individual vision should be clearly evident. It is unethical, constitutes plagiarism, and often violates copyright law simply to copy someone else's work or imagery (even in another medium) and represent it as one's own.

## 4. Testing irregularities

The term "testing irregularities" refers to problems with the administration of an exam and may affect an individual or a group of test takers. These problems include, but are not limited to, administrative errors (e.g., improper timing, improper seating, improper proctoring, defective materials, defective equipment, or the failure of test administration personnel or the school to comply with test administration policies or procedures) and disruptions of exam administrations. If students would like to review the exam administration instructions that schools are required to follow, they may ask their AP coordinator for a PDF version of the *2019-20 AP Coordinator's Manual, Part 2*.

College Board is solely responsible for determining whether testing irregularities have occurred. Its decisions are final. When testing irregularities occur, we may decline to score the exams of one or more students, and we may cancel the scores of one or more students when we determine that such actions are required to protect the integrity of the exam. We may do so whether or not the affected students caused the testing irregularities, benefited from them, or engaged in misconduct. When it's appropriate in our judgment, we may give the student(s) the opportunity to take a retest without charge.

## 5. Identification discrepancies

When, in the judgment of College Board, or the judgment of exam administration personnel, there is a discrepancy in your identification, you may be dismissed from the testing room. We may also decline to score your exam or may cancel your score. Law enforcement authorities may be notified when fraud is suspected.

## 6. Invalid scores

College Board may cancel AP Exam scores when, in our judgment, there is substantial evidence that they are invalid for any reason. Evidence of invalidity may include, but is not limited to, plagiarism, discrepant handwriting, unusual answer

patterns, or inconsistent performance on different parts of the exam or text that is similar to that in other free responses. Before canceling AP Exam scores based on substantial evidence of invalidity, we notify the affected student in writing about our concerns, give the student an opportunity to submit information that addresses our concerns, and consider any such information that is submitted. College Board offers various options, which typically include voluntary score cancellation, a free retest, and arbitration in accordance with the ETS Standard Arbitration Agreement.

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**NOTE:** *The retest option is not available outside the United States, U.S. territories, and Canada. The arbitration option is available only for tests administered in the United States and U.S. territories. If before, during, or after a review of questionable scores, ETS finds that misconduct has occurred in connection with a test, ETS may treat the matter under its misconduct procedures; in that event, the options available in connection with score invalidity reviews will not be available even if those options were previously offered.*

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## Disputes

EXCEPT AS OTHERWISE INDICATED IN THIS BULLETIN, COLLEGE BOARD AND ITS AGENTS AND CONTRACTORS, SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING CONSEQUENTIAL, DIRECT, INDIRECT, OR PUNITIVE, ARISING FROM OR OTHERWISE RELATED TO, AP COURSES, TEST DEVELOPMENT AND ADMINISTRATION, SCORE REPORTING, TEST SECURITY, OR THE FAILURE OF AP PROGRAM STAFF, STUDENTS, OR SCHOOLS TO COMPLY WITH COLLEGE BOARD POLICIES AND PROCEDURES, WHETHER OR NOT (i) THE CLAIM IS CONTRACT-BASED OR (ii) COLLEGE BOARD HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Other than score validity investigations where certain students can request arbitration in accordance with ETS's Standard Arbitration Agreement or infringement of College Board intellectual property rights, all student disputes against College Board and/or any or all of its contractors, that relate in any way to registering for or taking part in a College Board program such as AP or Pre-AP, including but not limited to requesting or receiving test accommodations, score reporting, and the use of test taker data, shall exclusively be resolved by a single arbitrator through binding, individual arbitration administered by the American Arbitration Association ("AAA"), under the AAA Consumer Arbitration Rules in effect at the time a request for arbitration is filed with the AAA. Copies of the AAA Rules can be located at [www.adr.org](http://www.adr.org). Unless the parties mutually agree otherwise, the seat and the place of the arbitration shall be New York, New York. The parties agree that the Federal Arbitration Act ("FAA"), 9 U.S.C. § 1 et seq. governs this provision, and it is the intent of the parties that the FAA shall pre-empt all State laws to the fullest extent permitted by law. No arbitration may be maintained as a class action, and the arbitrator shall not have the authority to combine or aggregate the disputes of more than one individual, conduct any class proceeding, make any class award, or make an award to any person or entity not a party to the arbitration, without the express written consent of College Board. By agreeing to arbitration in accordance with this section, you are waiving your right to have your dispute heard by a judge or jury. Each party will be responsible for its own fees and expenses incurred in connection with the arbitration, regardless of its outcome. For purposes of this provision, each College Board contractor is a third party beneficiary of this section, is entitled to the rights and benefits hereunder, and may enforce the provisions hereof as if it were a party hereto.



# Getting Ready for Exam Day

Knowing what to expect will help you be more confident and comfortable on exam day. Carefully review the test security and administration policies and procedures before exam day. To make sure you're prepared, encourage your AP teachers to offer a timed practice exam that's as similar to the actual AP Exam as possible. If you have any questions about how exam day will work, talk to your AP coordinator.

This year your AP teacher has access to new resources through the AP Classroom system. Your teacher may create assignments using these new resources. You'll be able to access these assignments through My AP by clicking the **AP Classroom** button. As you complete these assignments, you'll be able to view performance results. These results will help you track your progress and make sure you're understanding course content and building the skills that will be assessed on the AP Exam. Use your results to focus your practice plan. Talk to your AP teacher if you have any questions about these assignments.

## Special Exam Preparation

### AP Art and Design

Students completing AP Art and Design Portfolio Exams (2-D Art and Design, 3-D Art and Design, or Drawing), must submit materials to their teachers digitally. To learn more, talk to your teacher or visit [apstudents.org/artanddesign-digital-submission](https://apstudents.org/artanddesign-digital-submission).

**NOTE:** AP Art and Design students complete registration information in My AP. You'll create a separate account for the AP Art and Design digital submission web application; use the same information you provided in My AP. The home address you provide in My AP is the address to which your portfolio materials will be returned in late June or July. We can't ship your work back to a P.O. Box.

### AP Computer Science Principles | AP Research | AP Seminar

These courses require students to submit performance tasks during the year using the AP Digital Portfolio, a web-based application. For more information, visit: [apstudents.org/digitalportfolio](https://apstudents.org/digitalportfolio).

After you enroll in your AP Computer Science Principles or AP Capstone course in My AP, your information—including your AP ID—will be applied in the AP Digital Portfolio. You won't need to re-enter your AP ID or enroll in a class separately in the digital portfolio. Talk to your AP coordinator or teacher if you have questions about the enrollment process.

### AP Chinese Language and Culture | AP Japanese Language and Culture

These AP Exams are taken on a computer. For more information, see [apstudents.org/courses](https://apstudents.org/courses).

### AP Music Theory | AP French, German, Italian, and Spanish Language and Culture

All sight-singing responses for the AP Music Theory Exam and all speaking responses for the AP French, German, Italian, and Spanish Language and Culture Exams must be digitally recorded. For more information, talk to your AP coordinator.

## ✓ What to Bring to the Exam Room

- Two sharpened No. 2 pencils with erasers, for all responses on your multiple-choice answer sheet. (Students outside the U.S.: bring HB or No. 2 pencils.)
- Two pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams.
- A watch that does not have internet access, does not beep, and does not have an alarm.
- Up to two approved calculators with the necessary capabilities if you're taking the AP Biology, Calculus, Chemistry, Environmental Science, Physics, or Statistics Exams. Visit [apstudents.org/courses](https://apstudents.org/courses) to find the calculator policy for your subject. For a list of approved graphing calculators, visit [apstudents.org/calculators](https://apstudents.org/calculators).
- A ruler or straightedge only if you're taking an AP Physics Exam. Protractors are not allowed.
- If you don't attend the school where you're taking the exam, you must bring a current government-issued or school-issued photo ID.\*
- If you've been approved for testing accommodations, bring your SSD Student Accommodations Letter to verify your approval.

\* Additional ID may be requested by authorized test centers outside the U.S.

## ✗ What NOT to Bring to the Exam Room\*\*

- Electronic equipment (phones, smartwatches, or wearable technology of any kind, laptops, tablet computers, Bluetooth devices, portable listening or recording devices—MP3 player, iPod, etc.—cameras or other photographic equipment, devices that can access the internet, separate timers of any type, and any other electronic or communication devices) are prohibited in the exam room and break areas. School-owned and -controlled 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, protractors, mechanical pencils, pencils that aren't No. 2, correction fluid, dictionaries, highlighters, notes, or colored pencils.
- Scratch paper; notes can be made on portions of the exam booklets or, for Chinese Language and Culture and Japanese Language and Culture **only**, on scratch paper provided by the proctor.
- Watches that beep or have an alarm.
- Computers or calculators as previously noted.
- Reference guides, keyboard maps, or other typing instructions.
- Ear plugs.
- Clothing or shoes with subject-related information.
- Food or drink.
- Clipboards.

\*\* Unless this has been preapproved as an accommodation by the College Board Services for Students with Disabilities office before the exam date.

# Exam Day

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## Labeling Your AP Exam

The registration information you provide in My AP will be used to make a personalized AP ID label sheet, which your proctor or AP coordinator will give you at each AP Exam. Your AP ID will remain the same every year you take AP courses or exams. You'll receive a new AP ID label sheet each year, so you don't need to keep your label sheet from year to year.

**You'll place an AP ID label from your personalized AP ID label sheet on each of the exam materials where it's indicated to do so.** If you don't, it may be impossible to match your answer sheet with your exam materials, which could delay or jeopardize your AP score.

- You'll receive your AP ID label sheet from your AP coordinator or proctor at each exam you take.
- Never use anyone else's AP ID or labels.
- You can access your AP ID by going to the **Registration** tab in the **My AP Profile** section of My AP ([myap.collegeboard.org](http://myap.collegeboard.org)).

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**NOTE:** For the AP Chinese Language and Culture, AP Japanese Language and Culture, and AP Art and Design Portfolio Exams, you'll need to provide your AP ID. Your AP ID must be keyed accurately into the testing computer or computer you're using to upload digital images.

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## Completing Exam Responses

It's important to follow the instructions below for completing exam responses; if you don't, your score could be negatively affected.

- Indicate all your answers for the multiple-choice section by filling in the appropriate circles on your answer sheet. **Answers for the multiple-choice section marked in the exam booklets won't be scored.** Your total exam score on the multiple-choice section is based only on the number of questions answered correctly. You won't lose points for incorrect answers or unanswered questions.
- For AP European History, U.S. History, and World History: Modern, answers for the Section I short-answer questions must be written on the correct pages in the included short-answer response booklets.
- Answers for the free-response section must be written in the Section II exam booklet.
  - ◆ Some exams have additional orange Section II booklets containing exam questions—do not write answers in these booklets. Information written in an orange booklet won't be scored.
- All answers for the free-response section must be in English, with the exception of exams in Chinese, French, German, Italian, Japanese, and Spanish Language and Culture and Spanish Literature and Culture. Any responses not adhering to this policy will not be scored.
- Spoken responses for the French, German, Italian, or Spanish Language and Culture Exams or sight-singing responses for the Music Theory Exam must be saved as a **single** digital file using approved recording devices.

## Reporting Problems

If there's a problem while you're taking the exam (e.g., you aren't given enough time for a section of the exam, or the directions you receive are incorrect), notify your AP coordinator immediately. If problems persist, speak to your principal. If you're homeschooled or don't have an AP coordinator at your school, contact AP Services for Students.

Contact the Office of Testing Integrity as soon as possible if you observe misconduct or cheating (the phone number is on the back cover).

## Exam Schedule

Remember that you need to take your AP Exams only on their scheduled date and time. You can look up the scheduled dates and times for regularly scheduled and late-testing AP Exams on the course and exam pages at [apstudents.org/courses](http://apstudents.org/courses).

If you take an exam at any point other than the scheduled date and time—even if your school tells you it's ok to do so—your exam score and the scores of other students could be negatively impacted, or even canceled.

If you have concerns about your AP Exam schedule, contact AP Services for Students, and we'll help you resolve the situation.

## Reporting Ambiguous or Incorrect AP Exam Questions

AP Exam questions are developed by qualified education professionals. However, if you believe there's a problem with a question, complete the 2020 AP Exam Question Ambiguity and Error Form available at [apstudents.org/ambiguityerrorform](http://apstudents.org/ambiguityerrorform) and mail or fax it to AP Assessment Development. See the back cover of this Bulletin for contact information. Your form must be received no later than **June 15**. All communications will be answered by regular mail.

Do not discuss the exam content with anyone, including your exam proctor or your teacher. Discussing exam content may lead to a cancellation of your scores, and you could also be banned from taking future AP Exams (see pages 4–5).

# Additional Information

## Students with Disabilities

If you have a documented disability, you may be eligible for accommodations on the AP Exams. Some types of accommodations are:

- Extended time
- Large-type exams
- Enlarged (large-block) answer sheets
- Braille exams
- ATC-format exams
- Permission to use a braille device, computer, or magnifying device
- A reader to dictate questions
- A writer/scribe to record responses
- A written copy of oral instructions

Other accommodations are also available.

Your AP coordinator will order any special exam formats you may need based on your accommodations. **All accommodations must be approved by the College Board Services for Students with Disabilities (SSD) office. If you test with accommodations that have not been approved by College Board, your scores won't be reported.**

## Requesting Accommodations

Most students work with the school's SSD coordinator to apply for accommodations before the AP Exam administration. The SSD coordinator requests and manages the accommodations online.

- Information about requesting accommodations is available at [collegeboard.org/ssd](https://collegeboard.org/ssd).
- In some cases, documentation of the disability and need for accommodations is requested for College Board review.

**January 17, 2020** is the deadline to submit requests for accommodations, and, when required, complete documentation for the 2020 AP Exams. If requests are submitted after this date, there's no guarantee accommodations will be approved or appropriate exam materials will be shipped in time for the exam.

## Existing Approvals

If you've already received College Board–approved accommodations for AP Exams, the PSAT/NMSQT®, PSAT™ 10, or the SAT, you don't need to submit a new form unless:

- You change schools, in which case your new school's SSD coordinator should be asked to verify your accommodations through the online system.
- You need different accommodations. In this case, your school's SSD coordinator **must** submit an Accommodations Change Request Form, which can be downloaded from SSD Online.

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**NOTE:** Some accommodations are administered differently across College Board programs. For example, for AP, a student approved for extended time will **not** automatically be provided extra breaks. A student requiring extra breaks must apply for that specific accommodation for AP Exams. Keep in mind that AP Exams in most world languages and cultures and Music Theory include listening and speaking components.

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You are your own best advocate to ensure you receive the testing accommodations you need; this means you are also responsible for following through on the required procedures. Check with your school's SSD coordinator to confirm the specific accommodations that have been requested for you. The specific accommodations that have been requested may appropriately differ from what is being used in school.

## Assistance for Temporary Physical or Medical Conditions

A student who has a temporary medical or physical condition (e.g., a broken hand) may request temporary assistance if it's needed to complete the exam. This process should be used only for students who don't have a disability but who need temporary support to test. To request temporary support, talk to your AP coordinator.

## Homeschoolers and Students Whose Schools Do Not Offer AP

If you're a homeschooled student and you'd like to take an AP Exam at a participating school or authorized test center, you should've been included in that school's exam order by the November 15 (11:59 p.m. ET) ordering deadline. You may still be able to arrange to test at a school after November 15, but a \$40 late order fee will apply for each exam that's ordered after that deadline.

If you haven't already been included in a school's exam order, you'll need to first contact AP Services for Students for a list of schools that offer AP Exams in your area. (The contact information for AP Services for Students is on the back cover.) You'll then need to contact the AP coordinators at those schools to see if one of them can arrange testing for you.

**NOTE:** Schools set their own internal deadlines for exam registration, so reach out as soon as possible.

Schools aren't able to provide homeschooled students with access to the AP Classroom resources. If you'd like to access the resources, you'll need a Course Audit-authorized homeschool provider to set up a class section in My AP for you. Homeschool educators can access AP Classroom if they complete the AP Course Audit process.

## Student Responsibilities

- Once you find a school that can arrange AP testing for you, the AP coordinator will provide you with a join code for each exam you plan to take. Follow the instructions provided by the AP coordinator to sign in to [myap.collegeboard.org](http://myap.collegeboard.org) to enroll in the exam only section for each AP Exam you plan to take using the appropriate join code. This is so you can be included in the AP coordinator's exam roster. The coordinator can then order your exams.
- Notify the AP coordinator of any accommodations you may need as early as possible.
- Bring a current government- or school-issued photo ID with you to the exam. If you have approval from College Board to test with accommodations, you must also bring your Student Accommodations Letter.

Once you find a school willing to administer your exams, that school's AP coordinator is responsible for ordering your exam materials, telling you when and where to report for the exams, and collecting the exam fees. Schools may charge a higher fee to recover additional proctoring or administration costs. That school must administer the exams for you; the school cannot forward exam materials to you or your school for handling.

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**NOTE:** *Only students who attend a school that has been accepted into the AP Capstone Diploma program can enroll in AP Seminar or AP Research and submit performance tasks and/or take the AP Seminar End-of-Course Exam. Homeschool organizations and online providers are currently not eligible to participate in the AP Capstone Diploma program.*

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## Students Testing in California

Amendments to the California Education Code require College Board to adopt certain procedures for students who take AP Exams in California. A provision of this law mandates that students be able to obtain certain information concerning the purpose of the exams, procedures for releasing score reports, score interpretations, and the use of exam scores. For more detailed information, students in California can download the *2019-20 Bulletin for AP Students and Parents—California Supplement* at [apstudents.org/bulletin](http://apstudents.org/bulletin).

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## Lost or Damaged Exams

In rare instances, exams or portions of exams are lost or damaged in the shipping and handling process, making it impossible to score a student's work. After exhausting every effort to locate the missing materials, the AP Program will typically offer the student two options: to retake the affected exam, which is then scored, or to cancel the exam and receive a refund based on the fee you paid for your exam.



# AP Student Checklist 2020

## Before Exam Day

- Complete **AP Classroom** assignments from your teacher. You'll be able to view your performance results and track your progress. See page 7 for more information.
- Review released free-response questions at [apstudents.org/courses](https://apstudents.org/courses) to get to know the exam.
- **January 17:** Deadline to submit requests for accommodations for the May exams. Talk to your SSD coordinator to arrange your paperwork.
- **Are you homeschooled or do you attend a school that doesn't offer AP Exams?** Review the instructions on pages 9–10.
- If you're planning to take AP Exams that are scheduled for the same date and time, ask your AP coordinator about taking one of the exams during the late-testing period. Talk to your AP coordinator about any other testing conflicts as soon as you know about them.
- For AP Art and Design: The AP Art and Design digital submission web application ([apstudio.ets.org](https://apstudio.ets.org)) becomes available in mid-November. After your AP coordinator has submitted your school's exam order, your teacher or AP coordinator will give you information about accessing the web application. Once you have this information and have established your access to the web application, you'll be able to start uploading images. You'll need to provide identifying information when setting up your account for the digital submission web application; you should provide the same information provided when you completed registration in My AP. You'll work with your teacher (or AP coordinator if you don't have an AP Art and Design teacher) on your portfolio until the spring. You should forward your completed Art and Design digital portfolio to your teacher well in advance of the May 8, 8 p.m. submission deadline. Along with forwarding your digital portfolio to your teacher, for AP 2-D Art and Design and AP Drawing, you'll need to print your written evidence from the digital submission web application and mail it with your physical artworks to the AP Program. Talk to your teacher, and follow their specific deadline(s). For more information, visit [apstudents.org/artanddesign-digital-submission](https://apstudents.org/artanddesign-digital-submission).
- By **April 30, 11:59 p.m. ET** for AP Capstone (AP Seminar and AP Research) and AP Computer Science Principles, submit your performance tasks as final in the AP Digital Portfolio for scoring by College Board.
- **Is your calculator appropriate for use on AP Exams in Biology, Calculus, Chemistry, Environmental Science, Physics, or Statistics?** Visit [apstudents.org/courses](https://apstudents.org/courses), and click on the link for your course for information about approved calculators.
- For reasons of exam security, phones and other electronic devices are not allowed in the testing room. Don't risk having them confiscated or your score canceled. (See pages 4–5 for details.)
- Review the test security and exam administration policies and procedures (pages 4–6) and what to bring and what not to bring to the exam (page 7).

## Exam Day

- **May 4–8, 11–15:** 2020 AP Exams
- Do you know your AP ID? You can access your AP ID by signing in to My AP ([myap.collegeboard.org](https://myap.collegeboard.org)), navigating to **My AP Profile**, and clicking the **Registration** tab. Your AP ID will be used to produce a set of personalized AP ID labels, which you'll receive at each exam you take. Your AP ID connects all of your exam materials to you. You will be asked to label all your exam materials with your AP ID. For AP Art and Design, you'll need your AP ID to complete your portfolio sections in the digital submission web application and forward them to your teacher.

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**NOTE:** To access your scores, you'll use your same College Board account information that you used to access My AP.

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## After Exam Day

- **June 15:** If you want to withhold or cancel one or more of your exam scores, AP Services must receive your request by this date. Scores may be canceled at any time using the score cancellation form (see page 13 for details).
- **June 20:** Deadline to indicate in My AP the college, university, or scholarship program that you'd like to receive your free score report. If you previously indicated a college, university, or scholarship program in My AP and want to change or remove the school, you may do so by June 20. If you don't indicate a score report recipient in My AP by this date, you may request that a score report be sent at a later date for a fee (see page 12 for details).
- **July:** Score reports are available. For details, visit [apscore.org](https://apscore.org).
- **Sept. 15:** Deadline for students to order free-response booklets from the 2020 exam administration.
- **Oct. 31:** Deadline for requesting the Multiple-Choice Rescore Service.

## Planning for College? Check Out SAT Subject Tests

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Many SAT Subject Tests cover content you learned in your AP classes. The SAT Subject Tests are one-hour exams that give you the opportunity to demonstrate knowledge in specific subject areas. Some colleges require or recommend SAT Subject Tests, especially if you're applying to take specific courses or programs.

Learn more, register, and get free practice tools at [SATSubjectTests.org/AP](https://SATSubjectTests.org/AP).

# Getting and Sending Your Exam Scores

In July of the year you take the exam, AP score reports are made available to you, the college you designate in My AP, and your high school or institution you received instruction from (if different than your high school). Each score report is cumulative—it includes scores from every AP Exam you have ever taken, unless you have requested that one or more scores be withheld or canceled. A cumulative score report is not available to schools that provide instruction only in a particular subject.

## Getting Your Scores

1. You'll need your College Board account username and password. This is the same information you used to sign in to My AP, as well as the same information you've used if you've previously registered for the SAT or participated in other College Board programs. Scores are **only** available online, so make sure you're able to sign in successfully using your College Board account.
2. Check [apcentral.collegeboard.org](https://apcentral.collegeboard.org) after exams to find out when you can access your scores in July. You'll receive an email reminding you how and when to access your scores. You'll also be able to view your scores through My AP ([myap.collegeboard.org](https://myap.collegeboard.org)).
3. Sign in at [apcentral.collegeboard.org](https://apcentral.collegeboard.org) with your College Board account username and password.

If you have any questions about your score report, you can call AP Services for Students. You'll need your AP ID when you call; you can view your AP ID in My AP ([myap.collegeboard.org](https://myap.collegeboard.org)) by going to **My AP Profile** and clicking the **Registration** tab.

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**NOTE:** *Some scores take longer to process due to late testing or other special circumstances (e.g., late arrival of testing materials or extra time needed to match your records). If your score is delayed, this will be indicated on your online score report. Once your score has been processed, you'll receive an email letting you know your online score report has been updated. If your scores aren't available by September 1, contact AP Services for Students.*

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## Sending Your Scores

As part of your registration information in My AP, you can indicate one college, university, or scholarship program to receive your score report for free. **You must indicate your free score report recipient in My AP by June 20, 2020.** You can indicate the recipient after this deadline, but you will be charged a fee.

We encourage you to indicate your free score report recipient through My AP as early as possible, so you don't miss the deadline. If you entered a recipient but need to make a change, you can do that too until the June 20 deadline.

If you choose not to indicate a score report recipient in My AP or you would like to send a score report to additional institutions, you may send a score report to a college at a later time for a fee of \$15 per report for standard processing or \$25 per report for rush processing.

To indicate your free score report recipient in My AP:

1. Sign in to My AP ([myap.collegeboard.org](https://myap.collegeboard.org))
2. Go to **My AP Profile**
3. Click the **Score Send** tab and enter the name of the college, university, or scholarship program, then click Save.

## Additional Score Reporting Services

To request additional score reporting services, visit [apstudents.org/srs](http://apstudents.org/srs). Print and complete the appropriate form, and mail or fax it to the address listed on the form. **A signature from you or your parent/guardian is required on every form.**

Service	Deadline	Fee
<p><b>Score Withholding</b></p> <p>You can withhold one or more scores from the college specified in My AP or from any other college to which you want to send a score report. The score will be withheld from any future score reports sent to that particular college. This does not permanently delete your score. You may release a withheld score by mailing or faxing a signed written request to AP Services for Students.</p>	<p><b>June 15, 2020:</b> Requests must be received, with payment, to withhold particular scores from the college indicated in My AP.</p> <p>To withhold a score from a college other than the one indicated in My AP for 2020, you may mail or fax a score withholding form to the address listed on the form at any time.</p>	<p>\$10 per score, per college.</p> <p>To withhold a score from a college <i>other than</i> the one indicated in My AP, there's an additional processing fee to send your score report with the withheld score(s):</p> <ul style="list-style-type: none"> <li>▪ \$15 per report for standard processing, or</li> <li>▪ \$25 per report for rush processing</li> </ul> <p>There's no fee to release a withheld score. However, you'll need to request a new score send if you'd like to send the score to the college you previously withheld it from.</p>
<p><b>Score Cancellation</b></p> <p>Canceling your AP Exam score permanently deletes it; it cannot be reinstated at a later time. Scores may be canceled at any time. Once you request a cancellation, the score will never be available to you, and it will never be listed on any future score reports. Archived scores cannot be canceled.</p>	<p><b>June 15, 2020:</b> Requests must be received to cancel particular scores being sent to the college indicated in My AP. You can also give your form to your AP coordinator after the exam. After June 15, scores will be sent automatically to the college indicated in My AP.</p>	<p>No fee; exam fees are not refunded.</p>
<p><b>Multiple-Choice Rescore Service</b></p> <p>You may request to have your multiple-choice answer sheet rescored by hand. That score and your free-response score are weighted and combined, converted into an AP score, and compared to the originally reported score. If this new score is different from the original score, the new score—whether it's higher or lower than the original score—will prevail, and it will be sent to you and to any college to which you previously sent your score.</p>	<p><b>Oct. 31, 2020:</b> Requests must be received by Oct. 31 of the year you take the exam. You'll receive a letter confirming the results of the rescore six to eight weeks after your request is received.</p>	<p>\$30 per exam.</p>
<p><b>Free-Response Booklet</b></p> <p>You may obtain your original free-response booklet(s) from the most recent exam administration only if the free-response questions are released on the College Board website two days following the exam administration. No comments, corrections, or scores are included. Booklets for exams whose free-response questions are not released on the College Board website (e.g., late-testing exams) are not available.</p>	<p><b>Sept. 15, 2020:</b> Requests must be received by Sept. 15 of the year you take the exam. You won't be able to obtain your booklet after this date. You'll receive your booklet two to three weeks after your order is received; however, no orders for free-response booklets will be processed until all AP Exams have been scored in July.</p>	<p>\$10 per booklet.</p> <p>Note: Short-answer response booklets and free-response booklets will be sent for European History, U.S. History, and World History: Modern.</p>

# 2020 AP® Exam Schedule

Week 1	Monday, May 4	Tuesday, May 5	Wednesday, May 6	Thursday, May 7	Friday, May 8
<b>Morning</b> 8 a.m. <small>(Local Time)</small>	United States Government and Politics	Calculus AB Calculus BC	English Literature and Composition	Chemistry Spanish Literature and Culture	United States History
<b>Afternoon</b> 12 p.m. <small>(Local Time)</small>	Physics C: Mechanics	German Language and Culture Human Geography	European History Physics 2: Algebra-Based	Japanese Language and Culture Physics 1: Algebra-Based	Art History Computer Science A
<b>Afternoon</b> 2 p.m. <small>(Local Time)</small>	Physics C: Electricity and Magnetism				

**ART AND DESIGN (2-D ART AND DESIGN, 3-D ART AND DESIGN, AND DRAWING)**—May 8, 2020, 8 p.m. ET, is the last day for AP coordinators to submit digital portfolios in the Art and Design digital submission web application, but you'll need to complete this work and submit it to your teacher well in advance of May 8. (See page 11.) If you're submitting a 2-D Art and Design or Drawing Portfolio Exam, you must meet with your AP teacher and AP coordinator on or before May 8 to assemble the Selected Works section of your portfolio (the physical artwork that's mailed to the AP Program).

Week 2	Monday, May 11	Tuesday, May 12	Wednesday, May 13	Thursday, May 14	Friday, May 15
<b>Morning</b> 8 a.m. <small>(Local Time)</small>	Biology	Seminar Spanish Language and Culture	English Language and Composition	Comparative Government and Politics World History: Modern	Computer Science Principles French Language and Culture
<b>Afternoon</b> 12 p.m. <small>(Local Time)</small>	Chinese Language and Culture Environmental Science	Latin Psychology	Microeconomics Music Theory	Italian Language and Culture Macroeconomics	Statistics

- Schools must begin the morning exam administration between 8 and 9 a.m. local time and the afternoon exam administration between 12 and 1 p.m. local time. The AP Physics C: Electricity and Magnetism Exam must begin between 2 and 3 p.m. local time. Schools in Alaska must begin the morning exam administration between 7 and 8 a.m. local time, and the afternoon exam administration between 11 a.m. and 12 p.m. local time. The AP Physics C: Electricity and Magnetism Exam in Alaska must begin between 1 and 2 p.m. local time.
- Your AP coordinator is responsible for letting you know exactly when and where to report for your exams.
- Early testing and testing at times other than those published by College Board are not permitted under any circumstances.
- If you want to take exams that are scheduled for the same time, ask your AP coordinator for information about taking one of the exams during the late-testing period. You may not take both Calculus AB and Calculus BC in the same year.
- Only students who attend a school that has been accepted into the AP Capstone Diploma™ program can enroll in AP Seminar or AP Research and submit performance tasks and/or take the AP Seminar End-of-Course Exam. You must submit all AP Seminar or AP Research performance tasks as final in the AP Digital Portfolio and your presentations must be scored by your teacher **no later than April 30, 11:59 p.m. ET**. See your AP Seminar or AP Research teacher for specific deadlines.
- If you're participating in AP Computer Science Principles, you must submit all performance tasks as final in the AP Digital Portfolio **no later than April 30, 11:59 p.m. ET**. See your AP CSP teacher for specific deadlines.

## Contacts

<p><b>AP Services</b> P.O. Box 6671 Princeton, NJ 08541-6671 888-225-5427 (toll free in the U.S. and Canada) 212-632-1780 610-290-8979 (fax) Email: apstudents@info.collegeboard.org</p>	<p><b>Call Center Hours</b> M–F, 8 a.m. to 8 p.m. ET</p> <p><b>For overnight and/or courier mail</b> AP Services 1425 Lower Ferry Road Ewing, NJ 08618-1414</p>	<p><b>College Board Services for Students with Disabilities (SSD)</b> P.O. Box 6226 Princeton, NJ 08541-6226 844-255-7728 (toll free in the U.S. and Canada) 212-713-8333 Email: ssd@info.collegeboard.org</p>	<p><b>Office of Testing Integrity</b> P.O. Box 6671 Princeton, NJ 08541-6671 800-750-6991 (toll free in the U.S. and Canada) 609-406-5430 609-406-9709 (fax) Email: tsreturns@ets.org</p>	<p><b>AP Assessment Development</b> P.O. Box 6671 Princeton, NJ 08541-6671 610-290-8979 (fax)</p>
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