

## Advanced Placement Program Guidelines

The Advanced Placement Program (AP) is an academic program of college-level courses and examinations for high school students. Students enrolled in AP courses may take the College Board AP Exam and have an opportunity to earn college credit based on accepted exam scores. Participation in Advanced Placement courses also offers a competitive advantage in college admissions. All students enrolled in Advanced Placement courses are strongly encouraged to take the AP Exam.

The Advanced Placement curriculum offers a variety of courses allowing students to take advanced classes based on their areas of interest. AP courses require students to use advanced research and communication skills as they exercise their creative, problem-solving, and analytical acumen. College readiness is fostered as students develop various academic habits in response to the accelerated rigor and pace.

### Considerations and Necessities:

1. Review your transcript for prerequisite courses as specified in the academic guide;
2. Value academic achievement and rigor as evidenced by your GPA;
3. Possess good study habits, strong motivation, and above-average reading and writing skills;
4. Be prepared to complete summer reading and assignments;
5. Discuss your AP decisions with your parent or guardian;
6. Sign an AP agreement outlining expectations.

### Grading:

For students enrolled in an AP course, weighted GPA is awarded at the end of each semester:

A = 5 points	D = 2 points
B = 4 points	F = 0 points
C = 3 points	

The grading policies for individual AP courses will be distributed during the first week of school.

### Academic Integrity:

The nature of AP work often requires that students complete graded assignments outside of class. Students are expected to complete their own work (assignments and homework included) without the assistance of others unless the instructor specifically allows collaboration.

### Parent/Teacher/Student Expectations:

AP classes are college-level courses; as such, students are expected to be responsible for their own behavior, assignments, and relationships. Parents are welcome to conference with AP teachers, but students are expected to use this opportunity to develop the independence needed in the college setting they will soon encounter. The goal of all AP classes is to give students the opportunity to develop the academic and personal skills needed for success in high school and college. Parents need to encourage their children to plan their schedules wisely so that they do not take an excessive number of AP courses during any one year.

Exam Policy for Advanced Placement Courses:

- Students are strongly encouraged to take the AP exam in May for each AP course in which they are enrolled or completed earlier in the year.
- Students in certain AP courses may be REQUIRED to take the AP exam or complete summative portfolios or projects (this information will be made available during course selection).
- The College Board's AP exam schedule will be made available at the beginning of the school year; the AP exam schedule is also on the school system's website. It is the student's responsibility to plan his or her schedule to avoid conflicts.
- Exam fees are the responsibility of the parent or guardian and are due by October 1<sup>st</sup>.
- Students who opt to not take an AP exam in a given course will complete an end-of-course final examination which will comprise twenty percent of their second semester grade; the current exam exemption policy for second-semester seniors also applies to AP courses.

AP Program Agreement:

We have read the AP guidelines, and my child would like to enroll in AP coursework. We understand the level of work and commitment necessary for success and are prepared to fulfill these requirements. (**Please note:** requests to withdraw from AP courses will only be considered after the first nine-week term and only in cases where students have a failing average in the class.)

Student Name (*print*): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Grade Level: \_\_\_\_\_ School Year: \_\_\_\_\_

Please list the desired AP courses below:

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