

March 22, 2017

Dear Students and Parents:

As you are aware, Advanced Placement examinations are scheduled to be administered beginning the week of Monday, May 1st. To help ensure that all student information is reported accurately to The College Board, your child **must** attend a mandatory AP pre-administration meeting and *bring a #2 pencil*. Meetings will take place in Room 140 from 2:30 pm to 3:15 pm on the following dates: **Tuesday, April 4th** (if your last name begins with letters A – K), **Wednesday, April 5th** (if your last name begins with letters L – T) and **Thursday, April 6th** (if your last name begins with letters U – Z). Additionally, I am requesting that you please complete the attached permission slip, and have your child return this form when attending his/her assigned pre-administration meeting date.

Identified below are important test day reminders:

1. Please be sure to bring two #2 pencils and a pen with you to each test. If you are taking a math or science exam, bring a *calculator*.
2. English Language (grade 11), English Literature (grade 12), Gov't and Politics: U.S. (grade 12), U.S. History (grade 11), and World History will be held at Jack Abrams STEM Magnet School. Studio Art will be held at Huntington High School, and all other AP exams will be administered at the Huntington Public Library on Main Street in Huntington.
3. Morning tests will begin promptly at 8:00 a.m. and afternoon tests are scheduled to begin promptly at 12:00 noon. School bus transportation to the Huntington Library will leave from the high school at 7:30 a.m. for morning exams, and 11:30 a.m. for afternoon exams. Students must find their own transportation home (see enclosed permission slip).
4. Students taking AP Studio Art should be working on completing their submissions and portfolios by the date specified, as directed by their teacher(s).
5. **As a reminder, electronic devices are prohibited in the testing room.** (pagers, cell phones, cameras, Apple products - iPods, iPads, iWatches, etc., will be confiscated if present and/or used.) **Please know in the event that students are found with these devices in the testing room, students will be reported to The College Board, credit will be lost, and scores will be cancelled!**

If you have any questions, please feel free to contact me. I may be reached at (631) 673 – 2012/2101.

Sincerely,

Kitty R. Klein