

March 26, 2012

Dear Students and Parents:

As you are aware, Advanced Placement examinations are scheduled to be administered beginning the week of Monday, May 7th. To help ensure that all student information is reported accurately to The College Board, your child must attend a mandatory AP pre-administration meeting. Meetings will take place in Room 140 from 2:30 pm to 3:30 pm on the following dates: **Wednesday, April 11th** (if your last name begins with letters A – G), **Thursday, April 12th** (if your last name begins with letters H – M) and **Monday, April 16th** (if your last name begins with letters N – 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. All exams, except Music Theory and Studio Art will be held at the Huntington Public Library on Main Street in Huntington.
3. Morning tests will begin at 8:00 a.m. and afternoon tests are scheduled to begin 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 in Art should be working on completing their submissions and portfolios by the date specified as directed by their teachers.

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

Sincerely,

Kitty R. Klein