



Mark McLaughlin, Ed.D.
Superintendent

Brian Mercer
Director, High Schools & Assessment

February 9, 2021

Dear Parent/Guardian,

Your high school student enrolled in a 2020-2021 Advanced Placement course. Student success in AP courses is based on their preparation for such courses, willingness and ability to meet academic challenges, and the level of support they receive from family and friends. Each May, AP exams are administered to all students who are enrolled in the course and register for the exam.

Contingency testing options will be available due to Coronavirus closures. Each AP subject will have separate details on testing options. Please note that World Languages and Music Theory exams will be held onsite, there will not be an at home digital option for these exams. Your school site will update you with additional subject specific exam details as soon as they are finalized.

For your convenience, the current spring **2021 Advanced Placement Exam Calendar** is available here: <https://apstudents.collegeboard.org/exam-calendar>

The deadline for AP second semester-only course exam orders and any all-year or first semester exam order changes is **March 1, 2021**. Please note that there are additional processing fees for late registrations. If your student is enrolled in a second semester-only course that began after November 13th, late fees for that exam will not apply.

If your student has previously registered and paid for AP exams, please have your student verify their exam registration and order prior to the March 1st deadline to ensure no changes are needed.

To register or make changes for an exam:

- 1) Please make sure that your student contacts their school counselor with any new registrations or changes to their exam order. Students can verify their current AP Exam registrations with their CollegeBoard **MyAP** accounts at <https://myap.collegeboard.org>. All changes must be received by the **March 1st** deadline.
- 2) If payment is due, payment can be made through your Q Parent Portal with a credit card. Instructions can be found here: **Q Parent Portal AP Payment Instructions** <https://bit.ly/CVAPPay2021>. Reduced Exam fees are available for those that qualify for [Free and Reduced-Price Meals program](#).

If payment is not received for an exam order by March 1st, the exam order may be cancelled.

A student who is unable to take an exam may submit an AP Refund Form no later than June 1st, 2021. Refund requests received after March 1st will incur a \$10 cancellation fee. The **AP 2021 Refund Request Form** can be found here: <http://bit.ly/CVAPRefund2021>. Students must be signed into their @learn.conejousd.net email account to access the form.

Please connect with your student's school site counselor with any questions you may have.

Sincerely,

Brian Mercer
Director, High Schools and Assessment