

New Haven Public Schools

Advanced Placement Course Contract 2015 - 2016

Student Name _____

AP Course _____

Each student and parent of student enrolled in an AP class is required to sign this contract which describes the terms and conditions of enrollment in AP courses, and affirming the fact that she/he will take the related AP exam administered at the student's school in the current academic year through the College Board. One contract per subject is required and must be submitted with student and parent/guardian signatures within three weeks of receiving this contract. Failure to do so will result in the student being dropped from the class immediately.

IMPORTANT - NEW THIS YEAR!!! Failure to turn in the attached "Alternative Income Survey" will result in the District not paying for the AP exam. The parent/AP student will have to pay for the exam if a District Contract has been turned in without the "Alternative Income Survey". This is a new requirement of the College Board to document all students eligible for fee assistance.

AP Exam Required. Enrollment in AP courses requires that the student take the AP exam. If the student named above **does not take** the AP exam for the subject class, the class credit earned for satisfactory completion of the course will be reflected on the academic transcript as "Honors" level (rather than "AP"). Further, if a student does not take the required exam, she/he will pay to the New Haven Board of Education any and all fees for each exam ordered and paid for by the Board of Education. Currently, each exam costs **\$ 83.00** and there is an additional fee charged by the College Board for each AP exam not taken (This fee will be **\$15.00** or greater). A student who is ill the day of the AP Exam must call the AP Coordinator by 8 A.M. that day or no make-up exam will be ordered. AP students who attend UNH Outstanding Senior Program are not required to take their AP Exam and are not subject to this penalty.

Student Withdrawal From AP Course. Students may withdraw from AP courses, without penalty, if withdrawal is submitted on or before three weeks (3 weeks) after the start of the AP class. Students enrolled in an AP course who withdraw from that course after that date will receive a grade of W/ and whatever their grade was at the time of withdrawal (W/D, W/C, W/B or W/A) on their school academic transcript. PLEASE NOTE: Student withdrawals may result in an inability to enroll in other replacement courses of choice, as the general population has already completed their course registrations. In such conditions, the students may be faced with a lower level of course credits being taken, or other undesirable course schedule adjustments being required.

Academic Credit For AP Courses. AP level credit will be granted to students who successfully complete the required course work and who take the related AP exam. Any student who passes an AP class, but does not take the AP exam for that class will receive "Honors" level credit for that class. **No AP level credit will be granted to a student who does not take the related AP exam or who violates a College Board Exam Policy (i.e.: use of cell phone, etc.). In such**

instances, the course credit level reflected on the transcript will be listed as “Honors” rather than “AP”.

NO EXCEPTIONS

Additional AP Policy and Procedure

- Students wanting to drop AP courses without penalty must do so within 3 weeks of the start of the class or by Contract deadline of October 1, 2015.
- Students must attend afterschool and/or Saturday tutorial sessions if provided.
- Only students enrolled in an authorized College Board AP course at the school will receive AP credit on the academic transcript as long as they take the AP Exam for that course.
- Students may not take an AP exam for an AP class in which they are not enrolled at their school.
- AP Procedures should be posted on the school’s website and/or in the school’s Course Selection Guide. If not, please direct questions to school’s AP Coordinator.

Your signature denotes that you have read, you understand, and will adhere to the front and above sections outlining all AP policies and procedures.

Student’s Signature _____ Date _____

Parent’s Signature _____ Date _____

AP Coordinator’s Signature _____ Date _____

**CONTRACT DEADLINE:
October 1, 2015**

**PLEASE RETURN THE SIGNED CONTRACT TO YOUR AP TEACHER BEFORE
THE DEADLINE**