



GAITHERSBURG HIGH SCHOOL

101 SOUTH FREDERICK AVENUE
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November 27, 2017

MEMORANDUM

To: AP Teachers, Students and Parents
From: Rudy Tyrell, Assistant Principal, AP Coordinator
Through: Dr. Christine Handy, Principal
RE: AP Exams

Students enrolled in an Advanced Placement (AP) course are expected to take the corresponding AP Exam.

Many colleges and universities have informed us that they will often not attach value to a course labeled AP unless an official AP Exam score is also presented for that course.

Parents are invited to attend an AP exam informational meeting on December 11, 2017. The meeting will be held in the GHS Performing Arts Center beginning at 6:30pm. Information regarding test preparation, the testing schedule and registration will be shared at the meeting.

AP testing will be conducted from Monday May 7th through Friday May 18th. This year each AP exam costs \$97.00. Gaithersburg High School desires that every student be able to take their AP exams. Students requiring financial assistance should contact Mr. Rudy Tyrell, Rudolph_J_TyrellJr@mcpsmd.org, in the Gaithersburg High School to learn more. We strongly recommend that parents and students are both present while registering to ensure that the correct exams are ordered.

Gaithersburg High School is excited to offer families the convenience of paying exam fees online at the time of registration. Please be sure to have a credit card or debit card available before beginning registration. Paying online is a great way to make sure that payment has been made while avoiding mailing payment.

Online Exam registration will begin on Tuesday, January 9, 2018 at 7:00 AM and end on Wednesday, February 28, 2018. at 4:00 PM.

In order to register, students should click on the link provide on the school website or visit www.TotalRegistration.net/AP/210560 to register. To complete registration, students must answer all of the required questions. Registration is not complete until students have printed the pdf of the confirmation page that is provided at the end. We know that parents may desire to register their students for exams.

A late fee of \$55 per exam will be assessed for any registration received after an April 11th College Board deadline.

Under no circumstances may an examination be given before the scheduled starting time.

Here are the important dates for the registration process:

- Monday, **December 11**, 2017 at 6:30pm – **AP parent information meeting**
- Tuesday, **January 9**, 2018 at 7:00 AM - **Registration Begins**
- Wednesday, **February 28**, 2018 at 4:00 PM - **Registration Ends**. Registrations and payments after this date will incur a \$10 late fee per exam.
- Tuesday, **March 6**, 2018 at 4:00 PM - Registrations that have not been paid for will be cancelled and exams will not be ordered.

Please contact Mr. Rudy Tyrell, Rudolph_J_TyrellJr@mcpsmd.org, if you would like to register for an exam not listed or have any questions.

Week 1	Monday May 7	Tuesday May 8	Wednesday May 9	Thursday May 10	Friday May 11
Morning 8:00 AM	Chemistry Spanish Literature and Culture	Seminar Spanish Language and Culture	English Literature and Composition	US Government and Politics	German Language and Culture US History
Afternoon 12 Noon	Psychology	Art History Physics 1: Algebra-Based	Japanese Language and Culture Physics 2: Algebra-Based	Chinese Language and Culture Environmental Science	Computer Science Principles Studio Art* (Friday April 29)
Week 2	Monday May 14	Tuesday May 15	Wednesday May 16	Thursday May 17	Friday May 18
Morning 8:00 AM	Biology Music Theory	Calculus AB Calculus BC	English Language and Composition	Comparative Government and Politics World History	Human Geography Microeconomics
Afternoon 12 Noon	Physics C: Mechanics	French Language and Culture Computer Science A	Italian Language and Culture Macroeconomics	Statistics	European History Latin
Afternoon 2:00 PM	Physics C: Electricity and Magnetism				