

EL PASO HIGH SCHOOL
Advanced Placement Course Contract 2017 – 2018

Student Name _____

AP Course _____

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

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”).

Fees

All students will be responsible for paying either **\$5.00** (econ disadvantaged) or **\$35.00** dollars for each AP exam. **Regardless of payment, AP exam will be ordered. Those who fail to take the exam will be charged \$15.00 to send the exam and be subject to take an AP mock exam as an end of the year test.** (*Unless stated otherwise in upcoming meeting*)

Student Withdrawal From AP Course. Students may withdraw from AP courses, without penalty, if withdrawal is submitted on or before two weeks after the start of the AP class. Any student enrolled in an AP course who withdraws from that course after that date will receive a grade of W/F on their school academic transcript.

PLEASE NOTE that the following must be completed before dropping:

- a) Teacher/Student Conference
- b) Parent/Teacher Conference
- c) Administrator Approval

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, who violates a College Board Exam Policy (i.e.: use of cell phone, etc.), or who cancels her/his score. 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 are required to take the AP exam designated for that course unless given prior approval by AP Coordinator.
 - **AP review sessions are mandatory** and any missed session, which must be cleared with AP coordinator.
 - AP students will take AP Mock Tests on designated dates. (to be announced at a later date)
 - Students will be responsible for paying either the whole amount or a reduced fee for each AP exam.
 - **Regardless of payment, AP exam will be ordered. Those who fail to take the exam will be charged full price of the exam.**
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- Student and Parent are required to attend the AP/PAP Parent Night Conference on late September at 5:30 PM.
 - AP Procedures are 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 Cyd Goldfarb.



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

Student's Signature _____ Date _____

Parent's Signature _____ Date _____

AP Coordinator _____ Date _____

CONTRACT DEADLINE: SEPTEMBER 17 to 20, 2017

PLEASE RETURN THE SIGNED CONTRACT BEFORE THE DEADLINE