

AP Exams at the Korean International School

Student Guide

Congratulations! As an AP student, you're taking part in college-level academic experience that will challenge and inspire you and prepare you for college and beyond. Your hard work is helping you prepare for the AP Exam, giving you the opportunity to earn credit and advanced placement in college. Below, you will find useful information that will help you as the AP exam dates approach.

2018 AP Exam Schedule at KIS

WEEK 1	Monday, May 7	Tuesday, May 8	Wednesday, May 9	Thursday, May 10	Friday, May 11
Morning 8:00 a.m.	Chemistry		English Literature & composition		
Afternoon 12:00 p.m.	Psychology	Physics 1: Algebra- Based			

WEEK 2	Monday, May 14	Tuesday, May 15	Wednesday, May 16	Thursday, May 17	Friday, May 18
Morning 8:00 a.m.	Biology	Calculus AB Calculus BC	English Language & Composition	World History	Microecono mics
Afternoon 12:00 p.m.		Computer Science A	Macroeconomics	Statistics	
Afternoon 2:00 p.m.	Physics C: Electricity and Magnetism				

Registration and Fees

Exams cost \$130 USD each. Please finalize all payments by March 15, 2018. Ordered exams that go unused will be charged \$60 USD, so please be sure of the exams you want and are willing to take come exam time. However, if you tear the plastic shrinkwrap of the test packet and don't take the exam, the fee is NOT REFUNDABLE.

Exam Day Procedures

- 1) Students, please report to Mrs. Elizabeth Lee or Mr. Seo Seok Ho by 7:30 a.m. (latest) on exam day for sign-in procedures.
- 2) Seating in testing room will be pre-assigned
- 3) The following items are prohibited in the testing room:

-Any and all electronic equipment including cell phones, smartphones, smartwatches, laptops, tablet computers, portable listening or recording devices, MP3 players, iPods, cameras or other photographic equipment, any and all devices that can access the internet, and any other electronic or communication devices. ***Any student observed with any of these devices during testing or on breaks may be dismissed from the exam room, and the device may be confiscated.***

During the Exam

- 1) You must not remove the plastic shrinkwrap and open exam materials until instructed to do so by the proctor.
- 2) You may not, under any circumstances, remove exam materials from the testing room.
- 3) You may not consult with teachers or other students during the break between Sections I and II of the exam or during any unscheduled breaks.
- 4) You may not be in possession of or access textbooks, notes, or any other resources during the break between Sections I and II of the exam or during any unscheduled breaks.

- 5) You may not leave the building at any time during the test, including during the break.
- 6) You may not leave the designated break area without permission.
- 7) Teachers, department chairs, tutors, individuals involved in test-preparation services, and educators of any kind (including, but not limited to, curriculum specialists, school counselors, and administrators) are prohibited from taking or reviewing the content of an AP Exam.

******Violation of any test security policies may result in score cancellation, and under some circumstances individuals may be permanently barred from future testing******

What To Bring on Exam Day

- 1) Several sharpened HB or No. 2 pencils with erasers
- 2) Pens with black or dark blue ink for completing areas on the exam booklet covers and for free-response questions in most exams.
- 3) Up to 2 approved calculators with the necessary capabilities if you're taking Biology, Calculus, Chemistry, Physics, or Statistics Exams. Visit exploreap.org/calculatorpolicy for a list of approved graphing calculators.
- 4) A ruler or straightedge only if you're taking AP Physics Exam. Protractors are NOT allowed.
- 5) A current government-issued ID (passports or Vietnamese government-issued identification card)
- 6) Your AP Student Pack (to be provided on exam day)

What NOT to Bring on Exam Day

- 1) Electronic equipment listed under *Exam Day Procedures, clause 3*.
- 2) Books, compasses, protractors, mechanical pencils, No. 3 pencils, correction fluid, dictionaries, highlighters, notes, or colored pencils.

- 3) Scratch paper; notes can be made on portions of the exam booklets.
- 4) Watches that beep or have an alarm or smartwatches.
- 5) Computers
- 6) Reference guides, keyboard maps, or other typing instructions.
- 7) Ear plugs
- 8) Clothing or shoes with subject-related information.
- 9) Food or drinks.
- 10) Clipboards.

Completing Your Registration Answer Sheet

You will complete your registration answer sheet during a preadministration session or on the day of your first AP Exam.

To avoid score reporting delays, fill in your AP registration answer sheet completely and accurately.

If you skip any important fields, such as name, date of birth, or sex, or provide incomplete or inaccurate information, you may experience delays in accessing your scores in July because these fields are used to match to your scores.

The name and email address you provide on your answer sheet should be the same you use to create your College Board account. Mismatched email addresses can cause a delay in accessing your scores.

Your mailing address and email address **MUST** be accurate. They're used to send you important information about your exams, scores, and AP awards, if applicable.

Labeling Your AP Exam

You must place a 2018 AP number label (from the sheet in the center of your Student Pack) on each of the exam materials where it's indicated to do so. If you don't, it may be impossible to match your answer sheet with your exam materials, which could delay or jeopardize your AP score.

- You're assigned a unique number each year you take the AP Exams.
- Never use anyone else's AP labels or number
- Do not use more than one AP number in one year.
- There's a removable card in your AP Student Pack to help you keep a record of your 2018 AP number. You'll need your AP number throughout the exam administration and in the months following the exam to order score reports and other services.

Completing Exam Responses

You must follow the instructions below for completing exam responses; if you don't, your score could be negatively affected.

-Indicate all your answers for the multiple-choice section by filling in the appropriate circles on your answer sheet. Answers for the multiple-choice section marked in the exam booklets won't be scored. Your total exam score on the multiple-choice section is based only on the number of questions answered correctly. You won't lose points for incorrect or unanswered questions.

-For AP World History, answers for the Section I short-answer questions must be written on the correct pages in the included short-answer response booklets.

-Answers for the free-response section must be written in the Section II exam booklet.

-Some exams have additional Section II booklets containing exam questions. Do NOT write answers in these booklets.

-All answers for the free-response section must be in English.

After the Exam

Do not discuss the exam with others, including teachers or administrators.

If you want to withhold or cancel one or more of your exam scores or change the score recipient of your 2018 AP Exams, AP Services must receive your request by June 15, 2018. Scores may be canceled at any time, but if you prefer that your

scores for 2018 not be sent to the college you indicated on your answer sheet, you must notify AP Services by this date.

Score reports will be available in July, 2018. For details, visit apscore.org.

Getting your Scores

Sign up for a College Board account at collegeboard.org/register. You may already have an account if you've previously taken an AP Exam, registered for the SAT, or participated in other College Board programs. Scores are ONLY available online, so make sure you sign up for a College Board account and are able to log in successfully.

Check apscore.org after exams to find out when you can access your scores in July. You'll also receive an email reminding you how and when to access your scores.

Sign in at apscore.org with your College Board account username and password. You may be asked to enter your AP number (the 8-digit number on the labels inside your AP Student Pack) or your student identifier (if you included it on your AP answer sheet) to access your scores if this is your first time viewing AP scores.

Sending Your Scores

On the first AP answer sheet you fill out, you can indicate a college or university to receive your score report for free.

If you choose not to indicate a score report recipient on your AP answer sheet you may send a score report to a college at a later time for a fee of \$15 USD per report for standard processing or \$25 USD per report for rush processing.

-After signing in to view your scores, select the "Send Scores to Colleges Now" button.

- Follow the prompts for sending your score reports to colleges.