

LAST Name \_\_\_\_\_ Student ID \_\_\_\_\_ Email \_\_\_\_\_ Amount Paid \_\_\_\_\_

Dear Student,

This completed form is due to your school's AP® Coordinator no later than **FEBRUARY 15, 2013**. Please make your check payable to **Portland Public Schools** and attach to this form. The cost is **\$90.00** per exam. There are **NO REFUNDS**. If you need financial assistance, contact the AP® Coordinator at your school. To complete your registration, **circle the exam name(s)** below and **complete pages 1 and 2** of this form.

**A parent/guardian signature is required.** Most exams will be at the Marshall Campus, 3905 SE 91<sup>st</sup> Ave, Portland, Oregon 97266 unless marked with an asterisk(\*). You will receive a confirmation letter and/or email before the exam.

Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_ Phone # \_\_\_\_\_  
(Print Clearly)

Home Mailing Address \_\_\_\_\_ Apt. # \_\_\_\_\_ City \_\_\_\_\_ Alt Phone # \_\_\_\_\_  
Zip \_\_\_\_\_

**Circle Exam Name(s):**

Week One	7:30am Arrival	11:30am Arrival
<b>Mon. May 6</b>	Chemistry Environmental Science	Psychology
<b>Tues. May 7</b>	Computer Science A (Location TBD)  Spanish <b>Language*</b> Check Preferred Exam Location: <input checked="" type="checkbox"/> <b>Wilson</b>	
<b>Wed. May 8</b>	Calculus AB Calculus BC	Chinese Language & Culture* <b>Franklin HS</b>
<b>Thur. May 9</b>	English <b>LITERATURE</b> & Composition	Japanese Language & Culture* <b>Grant HS</b>
<b>Fri. May 10</b>	English <b>LANGUAGE</b>	Statistics  Studio Art – <b>Wilson</b> (Portfolios Due) <input type="checkbox"/> <b>Drawing</b> <input type="checkbox"/> <b>2-D Design</b>

**Circle Exam Name(s):**

Week Two	7:30am Arrival	11:30am Arrival
<b>Mon. May 13</b>	Biology Music Theory	Physics B Physics C: Mechanics <b>1:30 Arrival for Physics C: Elec &amp; Magnetism</b>
<b>Tue. May 14</b>	US Gov't. and Politics	Comparative Gov't. and Politics French Language
<b>Wed. May 15</b>	US History German	European History
<b>Thur. May 16</b>	Macroeconomics World History	Microeconomics
<b>Fri. May 17</b>	Human Geography Spanish <b>Literature</b>	

A student with a documented disability must be pre-approved through AP® [www.collegeboard.com/ssd](http://www.collegeboard.com/ssd) by **Feb. 22, 2013**. A CollegeBoard letter of approval must be sent to **your School's AP® Coordinator** well in advance of the exam if you plan to test with accommodations.



Students seeking approval for a LATE exam should contact their School's AP® Coordinator.

Eliza Coblentz, AP® Coordinator  
ecoblent@pps.net • Phone: 503-916-5404, Ext. 71054

**Return your completed form (both sides) with payment to Abby Menashe, main office, by Feb. 15<sup>th</sup>.  
On Free & Reduced Lunch or have a financial hardship? See Abby for forms in the main office.**



## 2013 Policies and Permission Slip

### What to Bring to your AP Exam:

- Picture ID is required. This can be a government or school-issued photo ID.
- Several sharpened No. 2 pencils (with erasers) for all multiple-choice answer sheets.
- Pens with black or dark blue ink for completing areas on the exam booklet cover.
- A watch (in case your exam room does not have a clock that you can see easily).
- A calculator with the necessary capabilities if you're taking an AP<sup>®</sup> Calculus, Chemistry, Physics, or Statistics Exams. Refer to [www.collegeboard.org/ap/calculators](http://www.collegeboard.org/ap/calculators) to learn more about the calculator policy and authorized calculators.
- A ruler or straightedge if you are taking an AP<sup>®</sup> Physics Exam.
- Your social security number for identification (optional). If you provide it, the number will appear on your AP<sup>®</sup> Score Report.

### What Not to Bring to your AP Exam Room:

- Cell phones, digital cameras, personal digital assistants (PDAs), BlackBerry Smartphones, Bluetooth-enabled devices, MP3 players, email/messaging devices, or any other electronic or communication devices.
- Books, compasses, colored pencils, correction fluid, dictionaries, highlighters, or notes.
- Rulers and straightedges (except as noted above).
- Scratch paper (notes can be made on portions of the exam booklets).
- Computers (except as noted for students with disabilities), or calculators (except as noted above).
- Watches that beep or have an alarm
- Portable listening or recording devices (even with headphones) or photographic equipment.
- Clothing with subject-related information

### Food and Drink Rule:

You are not allowed to eat or drink during exams. You may bring a snack, and something to drink, in a separate bag (not your backpack) to set underneath your desk and eat during break.

### Parents and Transporters:

Morning exams usually end at noon. Afternoon exams may go as late as 4:00 p.m. **Students are required to arrive no later than 7:30 AM for the morning exam, and no later than 11:30 AM for the afternoon exam.** Students will not be dismissed until an exam has officially ended. If you play a sport, or have a job, it is your responsibility to inform your coach or employer of your AP<sup>®</sup> obligation.

You are required to abide by the policies of both the CollegeBoard and Portland Public Schools during the exam period. Any misconduct will be reported and could jeopardize your AP<sup>®</sup> Exam score.

I have permission from a parent or guardian (signature required) to travel to and from the AP<sup>®</sup> testing site. I understand that phones, pagers, MP3 players, iPods, or similar electronic devices are not allowed in the exam room. If I am observed with any of these devices during testing or during breaks, I may be dismissed from the exam room, and the device may be confiscated.

Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent /Guardian Signature (required) \_\_\_\_\_ Date \_\_\_\_\_