



BRIDGEWATER
RARITAN
HIGH SCHOOL

AP NEWSLETTER

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BRHS AP Coordinators

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Contact College Board Directl

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Contact Form: cb.org/apstudentcontact

Sign In To My AP On College Board

Students should sign in to My AP with their College Board login information. Students who don't have a student account can click the Create Account link. If students have trouble remembering their account information or whether they have an existing account, they can follow on-screen instructions to try retrieving their information and check with parents to see if they previously created an account for the student.

If students have taken the PSAT or SAT, they already have an account. **Students should not have duplicate accounts.** Students should know that problems with their

accounts can only be answered by The College Board (AP Services for Students, 888-225-5427). The College Board will not speak with the AP Coordinator about personal information.

Students and parents/guardians should complete this registration/enrollment together. This is a two-step process, and both steps **MUST** be completed to access the AP Classroom resources, order AP Exams, and pay for exams. The entire process can be completed in a single sitting in approximately 10 minutes.

Getting Ready

It is never too early to start getting things in order for your tests. Please take a moment to review the information below.

Identification Requirements

On Exam day you will be required to produce either a photo to school ID or a government issued id. Please check now that your College Board Account name matches that on your planned identification.

Bluebook

Please take the time to see that the College Board Bluebook App is downloaded to the device you will be using during your AP exams. Sign-in and familiarize yourself with the App so that you are comfortable with how to use it on test day.

Calculators

This year for all for all exams that allow or require calculators, except AP Statistics, you can use the built-in Desmos graphing calculator through the Bluebook testing application.

Note that for Calculus AB, Calculus BC, and Precalculus, Desmos will only be available in the calculator-required parts of the exam. These exams continue to have parts where no calculator is allowed. Please begin now to work with the built-in Desmos calculator so you are comfortable with it on the day of the exams.

You can bring up to 2 permitted calculators to the exam. Be sure to bring calculators that you're familiar with and that are in good working order. The proctor will check all calculators before the exam starts.

Only certain types and brands of calculators are allowed, please review the [AP Calculator Policy](#) for a list of specific calculators allowed.

Calculators are permitted on the following AP exams:

- | | |
|-------------------------|--------------------------------------|
| • Biology | • Physics 1 |
| • Calculus AB | • Physics 2 |
| • Calculus BC | • Physics C: Mechanics |
| • Chemistry A | • Physics C: Electricity & Magnetism |
| • Environmental Science | • Precalculus |
| • Macroeconomics | • Statistics* |
| • Microeconomics | |

**The Desmos graphing calculator is not available for the Statistics exam because Desmos does not currently have the required statistics computational capabilities.*

Calculators are not allowed for any other AP Exams, including Computer Science A and Computer Science Principles, unless a student has an approved accommodation for use of a 4-function calculator.

Testing Accommodations

If you have a documented disability, you may be able to receive an exam accommodation. There is a wide range of accommodations available, including extended time, large-print exams, a written copy of spoken test instructions, and permission to use a braille device, computer, or magnifying device. Speak with your counselor if you have questions.

If you already receive accommodations from your school or have an Individualized Education Program (IEP) or a 504 Plan, you will also likely qualify.

The College Board **MUST** approve students to receive accommodations. Please contact your Counselor to start the process, as the College Board Deadline for new accommodations is January 24, 2025. College Board Services for Students with Disabilities contact by phone at 844-255-7728 or email at ssd@info.collegeboard.org.

If you test using accommodations that haven't been approved by College Board in advance, your scores will be canceled.

Payment Timeline & Information

- **Nov 1, 2024:** Late Registration - \$40 per exam
- **Nov 15, 2024:** Refunds available
- **March 15 2025:** Last Day for Partial Refunds

Students **MUST** register on [Total Registration](#) as well as on the College Board.

All Payments should be submitted via Total Registration between Oct 1, 2024- Oct 31, 2024.

- On-time Regular AP Exam orders - \$103.00
- On-time Capstone AP Exams - \$152.00
- Late order fee per exam - \$40.00 (in addition to the base exam fee)
- Late testing fee per exam - \$40.00 (in addition to the base exam fee) as applicable for alternate exams for late testing.
- Unused/Canceled exam fee per exam - \$40.00 (replaces the base exam fee). **No refund is issued if a student fails to cancel the exam in Total Registration.**

Fee Waiver

You must apply each school year if you believe you qualify for a fee waiver. If you have not applied for the 2024 –

2025 school year, please go to the [BRRSD website](#), scroll down to the Free/Reduced Lunch Program, and follow the application instructions.

Cancellation/Refund

Students wishing to cancel an exam must go to their Total Registration account and request to cancel their exam before the test date. This is the only way to receive a refund. The College Board has set a refund fee of \$40 per exam.

No Show Fee

Students who do not sit for an exam and do not request a cancellation through Total Registration (*see above cancellation policy*) before the exam will forfeit their entire refund, **no exceptions.**

AP Class Section Changes/Dropped Classes

Students should log in to their student account in Total Registration to request a teacher/period update on their registration, and you will be sent an updated join code to the new section. If you have dropped the class and no longer wish to take the exam, you **MUST** also cancel your exam on the Total Registration site.

Alternate Test Dates for Extenuating Circumstances

The College Board recognizes that occasionally, circumstances make it necessary for students to test late.

All requests, with the exception of Student Illness, MUST be submitted by 3/15/2025.

Student Illness

Parents/guardians must contact the AP Coordinators before/on the exam day. Please include the student's name, grade, and exam they are missing and indicate that the student will not be present due to illness. If your child will recover in time to test during the "Alternate Exams" schedule posted by The College Board, you must also request to take an "Alternate Exam" in the email.

An "Alternate Exam" can only be ordered if we have a note on the physician's /hospital's letterhead stating the child's name, the name/date of the missed AP exam, and a statement from the Physician that the child has not been cleared to sit for their AP exam on the specified date. Once this document has been received by the AP Coordinator, an AP exam will be ordered, and you will be contacted by email to confirm the date/time of the exam. If the student no longer wishes to sit for the exam, please follow the Cancellation instructions above, or you will be considered a no-show.

State Athletic Event

The coach must email the request to test during the late testing window to the AP Coordinator. The request **MUST**

be submitted **BEFORE** the State Athletic Event. The request **MUST** include the name of the State Athletic Event, the student's name, and the date of the AP Exam. These Requests **MUST** be submitted by 3/15/2025.

State of NJ School Year Observances

The parent/Guardian must email the request to test during the late testing window to the AP Coordinator. The request **MUST** be submitted **BEFORE** the Observance. The request must include the name of the holiday, student name, name and date of the AP Exam. These Requests **MUST** be submitted by 3/15/2025.

Multiple Exams on the Same Day and Same Time

Students enrolled in two AP courses where the AP exams are scheduled for the same date and time should register for BOTH AP exams. One exam will be taken at the regular scheduled AP testing date/time, and the other will be taken during the late testing window as dictated by The College Board at no additional fee.

The AP Coordinator will make changes to the College Board and Total Registration. The student does not need to contact the AP Coordinator; however, closer to the beginning of exams, students should review their College Board and Total Registration accounts to see when the exam has been scheduled.

2025 AP Test Schedule

All May 16, 2025, exams will be on May 23, 2025.

Date		Time
Wed Apr 30	AP Research	
Mon May 5	AP Biology	7:20 AM
	AP Latin	7:20 AM
	AP European History	12:00 PM
	AP Microeconomics	12:00 PM
Tue May 6	AP Chemistry	7:20 AM
	AP United States Government and Politics	12:00 PM
Wed May 7	AP English Literature and Composition	7:20 AM
	AP Comparative Government and Politics	12:00 PM
	AP Computer Science A	12:00 PM
Thu May 8	AP Statistics	7:20 AM
Fri May 9	AP Italian Language	7:20 AM
	AP United States History	7:20 AM
	AP Chinese Language and Culture	12:00 PM
	AP Macroeconomics	12:00 PM
	AP 2D Art & Design	8PM Submission
	AP Drawing	8PM Submission
Mon May 12	AP Calculus AB	7:20 AM
	AP Calculus BC	7:20 AM
	AP Music Theory	12:00 PM
	AP Seminar	12:00 PM
Tue May 13	AP French Language and Culture	7:20 AM
	AP Environmental Science	12:00 PM
	AP Physics 2	12:00 PM
Wed May 14	AP English Language and Composition	7:20 AM
	AP German Language and Culture	7:20 AM
	AP Physics C: Mechanics	12:00 PM
Thu May 15	AP Art History	7:20 AM
	AP Spanish Language and Culture	7:20 AM
	AP Computer Science Principles	12:00 PM
	AP Physics C: Electricity and Magnetism	12:00 PM
Fri May 23	AP Physics 1	7:20 AM
	AP Psychology	12:00 PM