

LHS AP Policies:

Please Download & Read the [AP Bulletin for Students & Parents 2018-2019](#) or pick one up in the LHS Testing Office, E120.

1. **Checking In:** Must have a photo ID present when checking in. (Student ID, Drivers License, Passport, etc.)
2. **Exams starting @ 8:00am,** students need to be present to check in at 7:30am. Exams will begin promptly at 8:00am - anyone arriving late will not be allowed to test. (Some exams have 200-300 students, it is imperative everyone is on time and arrives early.)
3. **Exams starting @ 12:00pm,** students will check in at 11:30am. (They be dismissed from 2nd period & will eat lunch from 11:00-11:30)
4. Students taking 2 exams in one day (morning and afternoon) need to bring a sack lunch to eat between test sessions.
5. **Cell Phones/Smartwatches/Tablets/Computers:** are **PROHIBITED** from the testing room & during breaks. Any student found with a device during the exam or breaks will be dismissed and answer document will be voided.
6. **Calculators:** Students must provide their own calculators and batteries. Please check to make sure it is working prior to test day. Visit the [AP Website](#) to see the calculator policy by subject & approved calculators. *Ruler or Straightedge is allowed for the Physics exams.
7. **Pencils & Pens:** **Mechanical pencils are not allowed!** Regular pencils & pens will be provided.
8. **Social Media & Exam Content:** College Board is watching! Any attempt to share or joke about test content will be subject to College Board cancelling your exam. Please be aware and do not talk about or share any information about the exam - do not even make-up pretend test content and post it. (trust me!)
9. **Other Prohibited Items:** Books, compasses, protractors, correction fluid/tape, dictionaries, highlighters, notes, study guides, colored pencils, scratch paper, watches that make noise, clothing with subject-related information, food or drink.
10. **Refund Policy:** You have already read and checked off prior to submitting your registration. **No refunds are allowed for purchased AP exams regardless of reason.** Sometimes a student is waitlisted because they did not register on time & may be willing to buy your exam.

Read the 2018-2019 AP Bulletin for more information, specifically read the Test Security & Administration & Getting Ready for Exam Day sections, pages 5-6.