

Liz Sinnreich Panitch  
International March of the Living  
2 West 45th Street, Suite 1500  
New York, NY 10036

February 5, 2015

Dear Ms. Panitch:

This letter details the agreement to make exceptions to the AP<sup>®</sup> Program's late-testing policy for students participating in the **2016** March of the Living, which coincides with the two-week regular testing dates of the **2016** AP Exam administration, depending on the student's departure. You may share this letter with principals and/or AP Coordinators at schools where your students attend.

The following accommodations will be made for students wishing to participate in your organization's event and still take advantage of AP Exams:

- Affected students may use the alternate dates (May 18–20) for exams offered from May 2 to May 13.
- This exception to the late-testing policy does not extend to students not participating in March for the Living, even if other students from their schools are participating.
- Note: there is no alternate date for AP Studio Art; portfolios must be submitted on or before May 13.

**Note: The AP Program is extending this rare exception to our late-testing policy; however, the decision to take advantage of this option is left to individual schools. Should the schools where these students attend refuse to administer exams on the alternate dates, the AP Program will respect these local decisions.** In such an event, students must contact AP Services for Educators by **March 1, 2016** for help finding other locations in which to test. Should students test in a school not their own, the AP Program affords those schools the right to negotiate a higher exam fee with the student to recover additional proctoring or administration costs. Schools should also be aware that data from alternate exams are not included on the AP Instructional Planning Reports (a score report made available to AP teachers), and free-response booklets from alternate exams are not available for purchase.

#### How to Order Exams for Late Testing

- Schools opting to administer these exams during the late-testing period for affected students must order the alternate exams online.
- So that schools will not incur the late-testing surcharge routinely applied in cases such as these when the decision to test on alternate dates is a personal choice, schools should select as their reason for late testing "Religious Holiday/Observance" **for these students only**.

If, **for one of the reasons listed below**, affected students cannot take one or more of the specified exams during the late-testing period, the school may contact AP Services to arrange for exception testing, which occurs on May 25, 26, and 27 according to a schedule determined by AP Services. The only acceptable reasons for exception testing are:

- Conflict with state-mandated tests

- Disabilities accommodation issue
- Emergency: bomb scare or fire alarm
- Emergency: serious injury, illness, or family tragedy
- Language lab scheduling conflict
- Religious holiday/observances
- School closing: elections
- School closing: natural disaster
- Strike/labor conflict
- Three or more AP Exams on the same date
- Two AP Exams on the same date and time

We do not consider the loss of class time, anticipated jetlag, or the desire to take multiple exams (not scheduled concurrently) acceptable reasons for exception testing, and will not allow students to test on these dates for such reasons.

How to Order Exams for Exception Testing

- Schools wishing to order exams for the later dates (May 25–27) must call AP Services for Educators at 877-274-6474 to place orders for exception exams. The late-testing surcharge will be waived at that time.
- Schools must administer exams on the dates they are scheduled. Exams designed for use during the first late-testing period may not be used on these later dates. If an exam is administered on a date on which it was not scheduled, that exam score will be cancelled.

If any questions arise during the ordering process, schools can contact AP Services for Educators at 877-274-6474.

Sincerely,

Angela Palestro  
Senior Director  
Advanced Placement Program