

October 3, 2016

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

Dear Ms. Panitch:

This letter details the agreement to make exceptions to the AP[®] Program's late-testing policy for students participating in the **2017** March of the Living, which coincides with up to five days of the **2017** AP Exam administration, depending on the student's departure (May 1 – May 5). 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 AP Exams:

- Affected students may use the late-testing dates (May 17–19) for exams offered from May 1 to May 5.
- 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 5.

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 late-testing dates, the AP Program will respect these local decisions. In such an event, students must contact AP Services for Educators by **March 1, 2017** 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.

How to Order Exams for Late Testing

- Schools opting to administer these exams during the late-testing period for affected students must place the order for late-testing exams separately under “Order Late-Testing Exams” in the AP Exam Ordering website.
- 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**.
- Schools must administer the late-testing exams on the dates/times they are scheduled, per the published AP late-testing schedule.

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 24, 25, and 26 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 exception testing dates (May 24–26) must call AP Services for Educators at 877-274-6474 to request 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 late-testing period may not be used on these exception testing dates. If an exam is administered on a date on which it was not scheduled, that exam score will be cancelled.

Please Note:

Late-testing and exception exams have the following restrictions: Instructional Planning Reports (a score report made available to teachers) will not be available, free-response questions from these exams will not be released, students and schools will not be able to order free-response booklets for these exams, and scores may be delayed until August.

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