

2019–20

Counselors Guide to Advanced Placement[®]



2019-20 CHANGES TO AP

A Path to Success for All Students

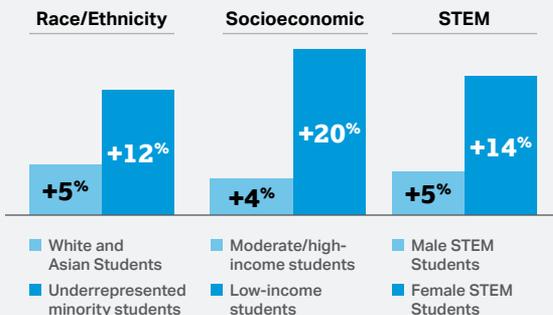
In the 2019-20 school year, the Advanced Placement® Program (AP®) will introduce new processes and resources to help more students earn college credit, placement, or both. Digital tools will give students actionable feedback throughout the year and provide teachers with insights into student progress. In addition, students will register for AP Exams in the fall.

BENEFITS TO STUDENTS

- Fall exam registration improves students' chances of success. It's already a best practice at more than half of schools offering AP.
- Early commitment encourages and supports a college-going mindset and self-discipline and equitable access and success for all students.
- To support students' early commitment, we're providing new, free digital resources students and teachers can use both inside and outside the classroom.
- Exam fee reductions are available to eligible students to help defray the cost of the AP Exam.
- During the College Board pilot, few students registered late or canceled their exams.

Scores of 3+ increased across student groups

In the 2017-18 school year, we piloted fall exam registration with 40,000 students. We saw an increase in scores of 3 or higher across multiple groups. Moving the time of registration made a difference across the board, but it had the strongest effect for students who are traditionally underrepresented in AP.



FOR COUNSELORS

- **Time saving** through streamlined student registration
- **Personalized student ID labels** that replace bubbling information on exam day
- **Prepopulated student rosters** can be submitted online as the exam order
- **Exam day tools** that help organize exam room assignments, proctors, and examinees

FOR STUDENTS AND FAMILIES

- The AP Program enables willing and academically prepared students to pursue college-level studies while still in high school.
- AP builds skills and confidence students need to get into and succeed in college.
- Students and families can save money with college credit, placement, or both earned with AP.
- Students who participate in AP are more likely to graduate college in 4 years.

FOR TEACHERS

- **Topic Questions and Personal Progress Checks:** Formative AP questions that measure student progress
- **Unit Guides:** Planning guides that outline content and skills for course units, helping teachers focus instruction
- **Progress Dashboard:** A monitoring tool that highlights progress and areas to work on throughout the year
- **AP Question Bank:** Online database of more than 15,000 real AP questions teachers can use to create practice tests and assignments

IMPORTANT REMINDERS

- The base exam fee of \$94 and fee reduction haven't changed for 2019-20 school year.
 - ♦ A \$40 fee is added to the base exam fee for late exam registration (November 16–March 13)
 - ♦ A \$40 fee is charged for unused and canceled exams.
- Transfer students and second semester course registration won't incur a late or cancellation fee if order adjustments are made by March 13.
- There is no charge in the annual **June 15 invoice** due date.

**Counselor Webinar Series: Earn Free CEUs
for Live and On-Demand Events**

<i>Counselors and AP Program Resources and Supports: Nuts and Bolts I</i>	Wed., 8/15/19: 1–2 p.m. ET .1 CEU Eligible
<i>Counselors and AP Program Resources and Supports: Nuts and Bolts II</i>	Thurs., 9/12/19: 1–2 p.m. ET .1 CEU Eligible
<i>Counselors and AP Program Resources and Supports: Working with Students and Parents</i>	Wed., 10/2/19: 1–2 p.m. ET .1 CEU Eligible
<i>Counselors and AP Program Resources and Supports: AP Coordinators Step by Step</i>	Wed., 10/9/19: 1–2 p.m. ET .1 CEU Eligible
<i>Counselors and AP Program Resources and Supports: Office Hour</i> <i>(Submit questions in advance or ask the experts during this session)</i>	Wed., 11/6/19: 1–2 p.m. ET .1 CEU Eligible
<i>Counselors and AP Program Resources and Supports: Recap and Next Steps</i>	Thurs., 1/23/20: 1–2 p.m. ET .1 CEU Eligible

WE'D LOVE TO MEET YOU!

- **September 26–28, 2019** | National Association for College Admission Counseling National Conference | Louisville, KY
- **November 6–8, 2019** | College Board Forum 2019 | Washington, DC
- **Spring 2020** | College Board Regional Forums

Register for webinars. Download handouts for students and families. Earn free CEU credits: collegeboard.org/counselors
Find more on AP changes at: collegeboard.org/ap2019

2019-20 IMPORTANT DATES

AUG
1

- AP Classroom and AP Registration and Ordering open.
 - Principals and coordinators receive an AP Registration and Ordering access code via email that enables the AP coordinator to log in, set up the system, and complete the AP Participation Form.
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AUGUST

- Teachers explore the new resources available and prepare to use them with their students.
 - Live online AP Registering and Ordering training sessions for coordinators begin.
 - One-day AP teacher workshops begin.
 - Online modules for coordinators about how to use AP Registration and Ordering launch.
 - Coordinators create AP class sections in AP Registration and Ordering.
 - Principals communicate new AP Exam ordering deadlines, policies, and fees to students and parents for 2019-20.
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FALL 2019

Before classes begin

- Teachers log in to My AP and get join codes for each class section.

First day of class

- Teachers distribute join codes and assignment for students to join class sections.

Before the second day of class

- Students sign in to My AP and join their class sections using the join codes provided by their teachers.
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OCT
4

- Preferred deadline for coordinators to review registration rosters, make changes, and confirm and submit an AP Exam order. Orders may be updated and resubmitted without additional fees until the final deadline.
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NOV
15

11:59 p.m. ET

- Final deadline for coordinators to submit an exam order. No payment is due until June. Exams can be ordered or canceled after this date, though a fee applies in some cases. Fees won't apply to exams for courses that start after November 15 or for students who transfer out of the school.

WINTER 2020

JANUARY

- Coordinators create class sections for spring semester classes and adjust rosters.

JAN
17

- Deadline to submit accommodations requests and documentation to Services for Students with Disabilities.

JAN
31

- Deadline to submit a new AP Course Audit form and course materials, if applicable, for 2019-20 AP Course Audit authorization.

SPRING 2020

MAR
13

11:59 p.m. ET

- Deadline for coordinators to submit exam order updates, including late registration, spring course orders, and fall order changes. (Fees may apply.)

APRIL

- Schools receive personalized student registration (AP ID) labels and AP Exams.

APR
30

- Deadline for coordinators to update the AP Fee Status information (i.e., eligibility for a College Board fee reduction) for their students in the AP Registration and Ordering System.

MAY

- Schools administer AP Exams.

JUN
15

- Schools return exam fee invoice with payment.

JUN
20

- Deadline for students to sign in to My AP and indicate in My AP the college or university they want to receive their free score report.

SUMMER 2020

JULY

- AP Exam scores are released.