

Date: _____
Student Name: _____
AP Course: _____
Parent/Guardian Name: _____
AP Teacher: _____
AP Coordinator: _____

You are currently registered to take an AP course this year. Taking an AP course and exam is a collaborative effort between you the student, your parent/guardian, and the school. Each party plays a role and must make the commitment to meet the expectations noted below.

The Student agrees to organize his/her time and effort to successfully complete the AP course in which he/she is enrolled. The student will notify teachers immediately if he/she falls behind in class readings and/or assignments. The student will be expected to complete assignments, readings and projects outside of class time. The student will take the AP Exam on its scheduled date and time as outlined by the College Board.

The Parent/Guardian agrees to be familiar with and accept the AP course requirements and policies, and to help his/her child organize study time in support of class assignments. The parent/guardian agrees to purchase required materials and to pay the exam fee as determined by the AP Coordinator. If the parent/guardian is unable to meet these requirements for financial reasons, they will contact the AP Coordinator immediately.

The School (AP Teacher and AP Coordinator) agrees to provide rigorous instruction and challenging course content as described in the *AP Course Description*. The school will provide the student with a copy of the *Bulletin for AP Students and Parents* and agrees to administer the AP Exam in a fair and secure environment as outlined in the *AP Coordinator's Manual*.

I, _____, agree to the conditions outlined above. I understand that the AP Exam fee will be \$ _____. A deposit of \$ _____ is due by _____ and the balance is to be paid by _____. The deposit of \$ _____ will be non-refundable if I fail to take the AP Exam.

_____	_____
Student Signature	Date
_____	_____
Parent/Guardian Signature	Date
_____	_____
AP Teacher Signature	Date
_____	_____
AP Coordinator Signature	Date

The student is responsible for collecting the required signatures and returning this agreement to the AP Coordinator by _____. A separate agreement must be submitted for each AP course a student takes.

PLEASE NOTE: The College Board does not require that students enrolled in an AP course take the corresponding AP Exam. This agreement is for school use only based on AP Exam administration policies established locally by school officials.