



April 29, 2020

Dear Excel High School Families,

You are receiving this letter because your student is taking an Advanced Placement (AP) course at Excel Academy Charter High School. AP courses are designed to teach college-level content to high school students and culminate in an exam that allows students to earn college credit. We are writing to let you know the details of these exams, and also to request your support in preparing your student to take these important exams.

**This year, in light of the coronavirus, all AP Exams will take place online.**

- Students will take these exams at home using a computer, a phone, or a tablet.
  - Note: for the AP Spanish Language exam, students may ONLY use a phone or a tablet.
- Students may use any notes they have, including on the internet, on their exam.
- Exams will last 45 minutes, and are scheduled for a particular time. Students **must** take the exam at their assigned time.
- Students will need a quiet, private space and internet access or a phone with a data plan to take their exam.
- Students may not speak to another person on the phone, over online chat or video, or in-person while taking the exam. Students may also not use social media while they are testing. Finally, students may not directly copy anyone else's words or work onto their exam. **All of this is considered cheating, and will result in a student's test scores being cancelled. Students who cheat may also be reported to their future colleges and universities; it is very important that your student does not communicate with anyone while taking their exam.**

**Here is the schedule of exam times for AP exams:**

Exam	Date	Time
AP Physics	Monday, May 11	12:00 PM
AP US Government & Politics	Monday, May 11	4:00 PM
AP Calculus AB	Tuesday, May 12	2:00 PM
AP English Literature & Composition	Wednesday, May 13	2:00 PM
AP Spanish Literature & Composition	Thursday, May 14	12:00 PM
AP Chemistry	Thursday, May 14	2:00 PM
AP US History	Friday, May 15	2:00 PM
AP Biology	Monday, May 18	2:00 PM
AP Psychology	Tuesday, May 19	2:00 PM
AP English Language & Composition	Wednesday, May 20	2:00 PM

Exam	Date	Time
AP Macroeconomics	Wednesday, May 20	4:00 PM
AP World History	Thursday, May 21	2:00 PM
AP Statistics	Friday, May 22	2:00 PM
AP Spanish Language & Culture Exam	Friday, May 22	4:00 PM
AP Studio Art	Tuesday, May 26th	Portfolio DUE this day
AP Computer Science Principles	Tuesday, May 26th	Portfolio DUE this day

**Your support is critical to helping your student be prepared for their exam.**

- Please discuss with your student or your student’s advisor which exams they are taking.
  - **Note: Students should take the exams for every AP class they are enrolled in.** Excel has already paid for these exams and, if a student scores well, they can earn college credit for their exam.
- Please make sure that your student does not have work, childcare, or other obligations when their exam is scheduled.
  - **Note:** If your student has an unavoidable conflict during their test time, they should reach out to their teacher to learn more about scheduling a make-up exam.
- If at all possible, please set up a quiet, private space for your student to take their exam. Please remind them not to talk to anyone else, including via social media, during their exam.
  - Many families may not have a quiet, private space in the home during this stay-at-home period. If you are concerned that your student does not have a quiet, private space to take the exam, please have your student reach out to their teacher, and we can support with alternative plans.
- Let your student’s teacher or adviser know if your student does not have a computer, tablet, phone, or internet to take the exam, and we can work with your student to come up with an alternate plan.
- Please make sure your student is completing online work and talking to their AP teacher **before** their exam.
  - AP teachers are posting new content daily and offering office hours at least each week to help students prepare for the exam.
  - Students who talk to their teachers are much more likely to pass their exam!

In closing, we are so proud of all of our students, and especially our AP students who are working so hard to prepare for an exam in these strange circumstances. Please congratulate your student for taking these challenging classes, and please reach out to the school if you need any support.

Best,

Sarah Stuntz  
Assistant Head of School  
Excel Academy Charter High School