

Attendance

Morning exams: Students are to arrive at their testing location 15 to 30 minutes before the exam is scheduled to begin so that they can check in and be ready for the exam to begin on time. This cooperation is crucial so that afternoon exams can begin on schedule. When students have completed morning exams, they will be dismissed for lunch. Students are excused from class hours 1 through 5 and are expected to attend their 6th hour classes.

Afternoon exams: Students are dismissed from class after hour 3 and will be excused from class hours 4 through 6. Students should eat lunch right away and are to be at their testing location 15 to 30 minutes before the exam is scheduled to begin. This cooperation is crucial so that students complete their exams on schedule.

We ask that parents support these attendance requirements before and after exams as well as on exam days so that work in other classes can proceed as teachers have planned and school administration expects. Failure to comply with attendance expectations will result in unexcused absences.

Further Information about Testing Arrangements

Individual students with AP and IB exam accommodations and/or AP alternate exams will be contacted regarding their specific arrangements. **There are no alternate or late IB exams.**

Snacks will not be provided for students. Students are encouraged to bring healthy snacks and water to their tests. For AP exams, snacks and water are allowed only during the mid-point exam break. For IB exams, drinking water during the exam is permitted, and students may snack at break time when papers are scheduled back-to-back. Should a student's health status require a snack during the exam, this can be easily arranged. Please contact Ann Swanson or Mary Burger in the Guidance Office.

What to Bring for AP Exams

- A picture ID
- Pens & pencils (You will need both)

- A silent watch, if you'd like to keep track of time yourself
- Calculators for calculus, chemistry, physics, & statistics exams only
- Straight edge for physics exams

- Snack and water for break time

What to Bring for IB Exams

- A picture ID
- Pens & pencils (You will need both). You must use pencil for paper 1 in science exams, and you can use pencil when drawing graphs. All other work is done in pen.
- A silent watch, if you'd like to keep track of time yourself
- Calculators for biology, business, math, & physics exams only
- Straight edge for biology, math, & physics exams especially
- Snack for break time and water

When you have two exams on one day, please bring lunch and two snacks. You may not have time to go to the cafeteria for lunch, and we want to make sure that you are not hungry during the day.

All students should leave their cell phones and all other electronic devices at home, in lockers, or in their cars on exam days. Possession and/or use of a cell phone or other electronic device during exams and/or during breaks will result in a student being dismissed from that exam without hope of completing or making up that exam this school year.

Be sure to dress in layers and do not wear clothing that has any writing or subject-related information on it.

May 2012 Exam Schedule

The full AP and IB exam schedule is available online at the following web address:

<http://minnetonka.k12.mn.us/testing>

Exam room rosters for each day of testing will be posted in the Student Union/Commons as well as at this site. If you have any questions, please contact Ann Swanson or Mary Burger in the Guidance Office. For **immediate assistance on exam days**, please contact Peggy Dressel at 952-401-5811.