AP Human Geography Exam

May 29-31, 2019

<table>
<thead>
<tr>
<th>Section I</th>
<th>Total Time: 1 hour</th>
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<tbody>
<tr>
<td></td>
<td>Number of Questions: 74</td>
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<tr>
<td></td>
<td>Percent of Total Score: 50%</td>
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<tr>
<td></td>
<td>Writing Instrument: Pencil required</td>
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<table>
<thead>
<tr>
<th>Section II</th>
<th>Total Time: 1 hour and 15 minutes</th>
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<tbody>
<tr>
<td></td>
<td>Number of Questions: 3 essays</td>
</tr>
<tr>
<td></td>
<td>Percent of Total Score: 50%</td>
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<tr>
<td></td>
<td>Writing Instrument: Pen with black or dark blue ink</td>
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Before Distributing Exams: Check that the title on all exam covers is *Human Geography*. If there are any exam booklets with a different title, contact the AP coordinator immediately.

What Proctors Need to Bring to This Exam

- Exam packets
- Answer sheets
- The personalized AP ID label sheet for each student taking the exam
- **Part 2 of the AP Coordinator’s Manual: 2018-19 AP Implementation**
- The General Instructions for exception testing
- This AP Human Geography proctor script for exception testing
- AP Exam Seating Chart template
- The Administration Incidents chart
- Pencil sharpener
- Container for students’ electronic devices (if needed)
- Extra No. 2 pencils with erasers
- Extra pens with black or dark blue ink
- Lined paper
- Stapler
- Watch
- Signs for the door to the testing room
  - “Exam in Progress”
  - “Phones of any kind are prohibited during the test administration, including breaks”
SECTION I: Multiple Choice

Do not begin the exam instructions below until you have completed the General Instructions.

This exam includes survey questions. The time allowed for the survey questions is in addition to the actual test-taking time.

Remember, you must complete a seating chart for this exam. See the Administration Incidents and Seating Chart PDF for a template and instructions. See Part 2 of the AP Coordinator’s Manual: 2018-19 AP Implementation for exam seating requirements (pages 55–58).

When you have completed the General Instructions, say:

Look at your exam packet and confirm that the exam title is “AP Human Geography.” Raise your hand if your exam packet contains any title other than “AP Human Geography,” and I will help you.

Once you confirm that all students have the correct exams, say:

In a moment, you will open the exam packet. By opening this packet, you agree to all of the AP Program’s policies and procedures outlined in the Bulletin for AP Students and Parents: 2018-19 AP Implementation.

You may now remove the shrinkwrap from the outside only of your exam packet. Do not open the Section I booklet; do not remove the shrinkwrap from the Section II materials. Put the white seals and the shrinkwrapped Section II booklet aside. . . .

Carefully remove the AP Exam label found near the top left of your exam booklet cover. Place it on your answer sheet on the light blue box near the bottom that reads “AP Exam Label.” . . .

If students accidentally place the exam label in the space for the AP ID label or vice versa, advise them to leave the labels in place. They should not try to remove the label; their exam can still be processed correctly.

Then say:

Listen carefully to all my instructions. I will give you time to complete each step. Please look up after completing each step. Raise your hand if you have any questions.

Give students enough time to complete each step. Don’t move on until all students are ready.

Read the statements on the front cover of the Section I booklet. Please disregard the date and time on the front cover of Section I. This is the appropriate form for this exception testing administration. . . .

Sign your name and write today’s date. . . .

Now print your full legal name where indicated. . . .

Turn to the back cover of your exam booklet and read it completely. . . .

Give students a few minutes to read the entire cover.

Are there any questions? . . .

This is an alternate form of the exam. You will now take the multiple-choice portion of the exam. You should have in front of you the multiple-choice booklet and your answer sheet. You may never discuss the multiple-choice exam content at any time in any form with anyone, including your teacher and other students.
If you disclose the multiple-choice exam content through any means, your AP Exam score will be canceled.

Now turn your answer sheet over to the side marked page 2. You must complete the answer sheet using a No. 2 pencil only. Mark all of your responses on page 2 of your answer sheet, one response per question. Completely fill in the circles. If you need to erase, do so carefully and completely. No credit will be given for anything written in the exam booklet. Scratch paper is not allowed, but you may use the margins or any blank space in the exam booklet for scratch work. Are there any questions? . . .

You have one hour for this section. Open your Section I booklet and begin.

Note Start Time __________. Note Stop Time __________.

Check that students are marking their answers in pencil on their answer sheets and that they have not opened their shrinkwrapped Section II booklets. Make sure they've placed their AP ID label sheets under their chairs.

After 50 minutes, say:

There are 10 minutes remaining.

After 10 minutes, say:

Stop working and turn to the AP Human Geography Survey Questions. You have 3 minutes to answer these survey questions and they will not affect your score. Be sure that your responses to the survey questions correspond with the correct number on your answer sheet. You may not go back to work on any of the exam questions . . .

Give students approximately 3 minutes to answer the survey questions.

Then say:

Stop working. Close your booklet and put your answer sheet on your desk, faceup. Make sure you have your AP ID label and an AP Exam label on your answer sheet. Sit quietly while I collect your answer sheets.

Collect an answer sheet from each student. Check that each answer sheet has an AP ID label and an AP Exam label.

After all answer sheets have been collected, say:

Now you must seal your exam booklet using the white seals you set aside earlier. Remove the white seals from the backing and press one on each area of your exam booklet cover marked “PLACE SEAL HERE.” Fold each seal over the back cover. When you have finished, place the booklet on your desk, faceup.

I will now collect your Section I booklet . . .

Collect a Section I booklet from each student. Check that each student has signed the front cover of the sealed Section I booklet.

There is a 10-minute break between Sections I and II.

When all Section I materials have been collected and accounted for and you are ready for the break, say:

Please listen carefully to these instructions before we take a 10-minute break. Please get your AP ID label sheet from under your chair and put it on your desk. You must leave your shrinkwrapped Section II packet and your AP ID label sheet on your desk during the break. All items you placed under your chair at the beginning of this exam must stay there. You are not permitted to open or access
them in any way. You are not allowed to consult teachers, other students, notes, textbooks, or any other resources during the break. You may not make phone calls, send text messages, check email, use a social networking site, or access any electronic or communication device. You may not leave the designated break area. Remember, you may never discuss the multiple-choice exam content with anyone, and if you disclose the content through any means, your AP Exam score will be canceled. Are there any questions? . . . 

You may begin your break. Testing will resume at ____________.

SECTION II: Free Response

After the break, say:

May I have everyone’s attention? Please look at your AP ID label sheet and double-check that your name is printed on the top right, to ensure you’ve returned to the correct seat. . . .

Confirm students have their AP ID label sheets.

Then say:

You may now remove the shrinkwrap from the Section II packet, but do not open the exam booklet until you are told to do so. . . .

Read the bulleted statements on the front cover of the exam booklet. Look up when you have finished. . . .

Now take an AP ID label from your label sheet and place it on the shaded box marked “AP Number Label.” If you don’t have any AP ID labels, write your AP ID in the box. . . .

Read the last statement. . . .

Using your pen, print the first, middle, and last initials of your legal name in the boxes and print today’s date where indicated. This constitutes your signature and your agreement to the statements on the front cover, except for the stated exam date and time. Since this is an alternate form of the exam, this date and time do not apply. . . .

Now turn to the back cover. Using your pen, complete Items 1 through 3 under “Important Identification Information.” For Item 3, your school code is printed at the top right of your AP ID label sheet. . . .

Read Item 4. . . .

Are there any questions? . . .

If this is your last AP Exam this year, please place your AP ID label sheet under your chair for now. If you are taking any other AP Exams this year, leave your AP ID label sheet on your desk and I will collect it now.

While AP ID label sheets are being collected, read the information on the back cover of the exam booklet. Do not open the booklet until you are told to do so. Look up when you have finished. . . .

At this point, collect the AP ID label sheet only from the students who are taking any other AP Exams this year. At the end of the exam, you’ll collect AP ID label sheets from all other students.
Then say:

Are there any questions? . . .

You have 1 hour and 15 minutes to complete Section II. You are responsible for pacing yourself and may proceed freely from one question to the next. You must write your answers in the exam booklet using your pen. You may use the unlined pages of this booklet to organize your answers, but you must write your answers on the lined pages provided for each question. Begin each answer on the lined page facing the question. If you need more paper to complete your responses, raise your hand. At the top of each extra sheet of paper you use, write only:

- your AP ID,
- the exam title, and
- the question number you are working on.

Do not write your name.

Are there any questions? . . .

You may begin.

Note Start Time ___________. Note Stop Time ___________.

Check that students are using pens to write their answers in their exam booklets.

After 1 hour and 5 minutes, say:

There are 10 minutes remaining.

After 10 minutes, say:

Stop working and close your exam booklet. Place it on your desk, faceup. . . .

If any students used extra paper for a question in the free-response section, have those students staple the extra sheet(s) to the first page corresponding to that question in their free-response exam booklets. Complete an Incident Report after the exam and return these free-response booklets with the extra sheets attached in the Incident Report return envelope (see page 67 of Part 2 of the AP Coordinator's Manual: 2018-19 AP Implementation).

Then say:

Remain in your seat, without talking, while the exam materials are collected. . . .

Collect a Section II booklet from each student. Check for the following:

- Exam booklet front cover: The student placed an AP ID label on the shaded box and printed their initials and today's date.
- Exam booklet back cover: The student completed the "Important Identification Information" area.

Next, you'll need to collect the AP ID label sheets from students who are not taking any other AP Exams this year.

Say:

If you are not taking any other AP Exams this year, please get your AP ID label sheet from under your chair and put it on your desk so I can collect it now.

Remember, if any of you need to view your AP ID, you can do so by logging into "My AP." Instructions are in the Bulletin for AP Students and Parents: 2018-19 AP Implementation. . . .

Collect the remaining AP ID label sheets. Keep these label sheets separate from the ones you collected earlier for students who are taking other AP Exams this year.
Then say:

If you haven’t already done so, remember to log in to “My AP” later to indicate the college or university that you’d like to receive your free score report. The deadline to indicate your free score report recipient is June 15.

When all exam materials have been collected and accounted for, return to students any electronic devices you may have collected before the start of the exam.

Then say:

Remember that none of the content in this exam may ever be discussed or shared in any way at any time. Your AP Exam score results will be available online in late July or early August.

Then say:

You are now dismissed.

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**After-Exam Tasks**

Return the AP ID label sheets to the AP coordinator. Keep them in two piles—one for students who are taking any other AP Exams this year, and one for students who are not taking any more AP Exams this year.

Be sure to give the completed seating chart to the AP coordinator. Schools must retain seating charts for at least six months (unless the state or district requires that they be retained for a longer period of time). Schools should not return any seating charts in their exam shipments unless they are required as part of an Incident Report.

**NOTE:** If you administered exams to students with accommodations, review Part 2 of the AP Coordinator’s Manual: 2018-19 AP Implementation and the 2018-19 AP SSD Guidelines for information about completing the Nonstandard Administration Report (NAR) form and returning these exams.

The exam proctor should complete the following tasks if asked to do so by the AP coordinator. Otherwise, the AP coordinator must complete these tasks:

- Complete an Incident Report for any students who used extra paper for the free-response section. (Incident Report forms are provided in the coordinator packets sent with the exam shipments.) These forms must be completed with a No. 2 pencil. It is best to complete a single Incident Report for multiple students per exam subject, per administration (late or exception testing), as long as all required information is provided. Include all exam booklets with extra sheets of paper in an Incident Report return envelope (see page 67 of Part 2 of the AP Coordinator’s Manual: 2018-19 AP Implementation for complete details).

- Return all exam materials to secure storage until they are shipped back to the AP Program. (See page 23 of Part 2 of the AP Coordinator’s Manual: 2018-19 AP Implementation for more information about secure storage.)
About the College Board
The College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity. Founded in 1900, the College Board was created to expand access to higher education. Today, the membership association is made up of over 6,000 of the world’s leading educational institutions and is dedicated to promoting excellence and equity in education. Each year, the College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success—including the SAT® and the Advanced Placement® Program. The organization also serves the education community through research and advocacy on behalf of students, educators, and schools.

For further information, visit collegeboard.org.

AP® Equity and Access Policy
The College Board strongly encourages educators to make equitable access a guiding principle for their AP® programs by giving all willing and academically prepared students the opportunity to participate in AP. We encourage the elimination of barriers that restrict access to AP for students from ethnic, racial, and socioeconomic groups that have been traditionally underrepresented. Schools should make every effort to ensure their AP classes reflect the diversity of their student population. The College Board also believes that all students should have access to academically challenging course work before they enroll in AP classes, which can prepare them for AP success. It is only through a commitment to equitable preparation and access that true equity and excellence can be achieved.

2018-19 AP Implementation Support
For Coordinators, Administrators, and Teachers:
Email: ap2018@info.collegeboard.org
844-314-3632
Call Center Hours
M–F, 8 a.m.–8 p.m.
April 22–May 31, 2019: M–F, 7 a.m.–9 p.m. ET

For Students:
Email: ap2018-students@info.collegeboard.org
844-314-3632
M–F, 8 a.m.–9 p.m. ET

College Board Services for Students with Disabilities
P.O. Box 6226
Princeton NJ 08541-6226
844-255-7728 (toll free in the United States and Canada)
212-713-8333
Email: ssd@info.collegeboard.org

Send eligibility-related mail such as SSD coordinator forms or applications for accommodations to:
College Board SSD
P.O. Box 7504
London KY 40742-7504
866-360-0114 (fax)

Office of Testing Integrity
Contact OTI if you discover or suspect any issues related to the security of your school's exams.
P.O. Box 6671
Princeton NJ 08541-6671
800-750-6991 (toll free in the U.S., U.S. Territories, and Canada)
609-406-5430
609-406-9709 (fax)
Email: tsreturns@ets.org

AP Services mailing information
P.O. Box 6671
Princeton NJ 08541-6671
610-290-8979 (fax)

For overnight and/or courier:
AP Services
1425 Lower Ferry Road
Ewing NJ 08618-1414
877-274-6474 (toll free in the United States and Canada)