Lou Ann Brandstetter used the following emails during 2018-19:

- An email to parents about the updates to AP
- An email to students about the updates to AP
- An email to students about making sure they could access their College Board account before the start of school, so that they’d be able to enroll in class sections

We hope these resources can help you plan communications to your school community.
To: Parents of 2018-2019 AP Students  
From: Lou Ann Brandstetter, AP Coordinator  
Subject: Important AP Updates for 2018-2019

The AP Program is making some improvements to the way it works. Please read the accompanying “Guide for Students and Parents” to learn the details of these new changes.

Students will “join” a class at the beginning of the year by supplying information to the College Board. That information will be used to prepare new personalized labels that they will use on AP Exams. These will replace the need to bubble this information on exam day, and students will have more time to focus on doing your best.

“Joining” a class will allow students access to a set of new resources designed to provide them with practice opportunities and feedback throughout the year.

Perhaps the biggest change next year will involve students registering for their exams in the fall. Please note that the 2019 AP Exam fee remains $94. However, fees will now be collected during registration in August. Given this early registration date, students may change their mind about taking an AP Exam.

However, this year additional fees apply to any exams ordered after the November 15 deadline and any exams that are canceled by March 1, 2019.

Additional fee for exams ordered between November 16 and March 1 $40 per exam
Fee for exams canceled by March 1 $40 per exam
  ($54 of the $94 fee would be returned to you)
No refunds will be available after March 1.

I urge you to carefully read the attached guidelines which further explain the changes that AP has made.

If you have questions, please don’t hesitate to contact me.
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From: Lou Ann Brandstetter, AP Coordinator  
Subject: Important AP Updates for 2018-2019

The AP Program is making some improvements to the way it works. Please read the accompanying “Guide for Students and Parents” to learn the details of these new changes.

You will “join” a class at the beginning of the year by supplying your information to the College Board. That information will be used to prepare new personalized labels that you will use on your AP Exams. These will replace the need to bubble this information on exam day, and you will have more time to focus on doing your best.

Perhaps the biggest change next year will involve students registering for their exams in the fall. Please note that the 2019 AP Exam fee remains $94. However, fees will be collected during registration in August. Given this early registration date, you may change your mind about taking an AP Exam. If you decide not to take an exam or cancel an exam, you’ll still be able to access resources in the support system.

However, this year additional fees apply to any exams ordered after the November 15 deadline and any exams that are canceled by March 1, 2019.

- Additional fee for exams ordered between November 16 and March 1: $40 per exam
- Fee for exams canceled by March 1: $40 per exam
  ($54 of the $94 fee would be returned to you)

No refunds will be available after March 1.

I urge you to carefully read the attached guidelines which further explain the changes that AP has made.

If you have questions, please don’t hesitate to contact me.
To all 2018-19 AP Students:

All AP students should be prepared to log into their College Board accounts during the first week of school. Therefore, please follow these directions to accomplish this before school begins.

Please take a moment to go to myap.collegeboard.org. If you already have established a College Board account, make certain that you can log in. If you have forgotten your password, you may call 888-225-5427 or email apstudents@info.collegeboard.org for help.

If you have not already established a College Board student account, please sign up before school starts by going to myap.collegeboard.org. Make certain to record your log in information and have it ready to use the first week of school.