

Stratford High School
Advanced Placement Exams 2017-2018
Permission for off-site Testing

Dear Parents/Guardians,

January 2018

Your son/daughter is scheduled to take AP exams and will be excused from regularly scheduled classes on the days on which they are taking an exam. The starting times for the exams are at 7:30 a.m. for the morning session with dismissal at approximately 12 noon; and 12 noon start time for the afternoon session with dismissal at approximately 4:00 p.m. Your signature is required prior to his/her first exam in order to be allowed to take these exams off the Stratford High School campus. It is expected that students will not be in school on those days unless they need to attend an AP class/review session to prepare for a future AP exam, etc. The main office will be notified daily of the students excused from school for that day.

All exams will be held at the *Our Lady of Grace Church* School building (second floor classrooms) located at: 497 Second Hill Lane, Stratford, except for the Spanish Language exam (5/8 7:30 a.m. session), Music Theory exam (5/14 7:30 a.m. session), and French Language exam (5/15 11:45 a.m. for noon session) which will be held at Bunnell High School (room TBD). Transportation is not provided.

Please have students arrive on site at least 15 minutes prior to the scheduled start time of their exam in order to ensure the prompt beginning of the examination instructions. Parking and entrance to the church school building is located at the rear of the church.

Additionally, due to the long testing window, students should plan to bring bottled water and a light snack (e.g. various-type granola bars, trail mix, chips, etc.) for a snack at the break times during their exams. Students are not allowed to bring any food or drinks into the exam room, but will be allowed to store any drinks they bring with them in the hallway. Also, please refer to the *2018 Bulletin for AP Students and Parents* along with the CollegeBoard form for a comprehensive list of what students can and cannot bring to the examination room (to be handed out in AP classrooms on 1/31/18).

If you should have any questions or concerns regarding testing procedures, please free to contact Dawn DiDonato in the School Counseling Office (203) 385-4235.

Respectfully,

Dawn DiDonato
AP Coordinator/ School Counselor

Detach and return to Guidance

Student's Name _____

Parent/Guardian Signature _____