

# AP TESTING CRITICAL INFORMATION FOR BHS STUDENTS

You will be testing at: **CASA: Center for the Advanced Studies and the Arts**  
**23561 Rosewood Oak Park, MI 48237 | CASA Main Office: 248-586-8860**  
**\*Transportation is NOT provided. You need to find your own ride.\***  
 (note: AP Exams *usually* last 3-3.5 hours)

**You do NOT need to call the BHS Attendance Line for your AP exam.**

- CASA will provide BHS the list of students present for each AP Exam.
- **BHS will use the list to excuse those students for the entire school day.**
- If you would like to attend some of your BHS classes that day of your AP Exam, please let your teachers know, so they can mark you present.

## Arrival times on AP Exam Day

**7:30 AM**  
for 8:00 AM exam

You will **NOT** be admitted to the test **after 7:50 AM**.  
This is the College Board rule. **No exceptions.**

**11:30 AM**  
for 12:00 PM exam

You will **NOT** be admitted to the test **after 11:50 AM**.  
This is the College Board rule. **No exceptions.**

## You **MUST** have your PHOTO ID to be admitted to the test!

Bring	Don't Bring
<b>Photo ID</b> <ul style="list-style-type: none"> <li>• school ID or driver's license/state ID</li> </ul> <b>No. 2 Pencils</b> (sharpened) <b>Black or Blue ink pens</b> <b>Watch</b> (NO smart watches or alarms) <b>Up to two calculators</b> <ul style="list-style-type: none"> <li>• To find out what kind, ask your teacher</li> <li>• Visit <a href="http://apstudent.collegeboard.org/apcourse">apstudent.collegeboard.org/apcourse</a></li> </ul> <b>Something to drink in a clear bottle</b> <ul style="list-style-type: none"> <li>• (remove the label)</li> </ul> <b>Light jacket or sweatshirt</b>	<b>Watches that beep</b> <b>Other electronic items/devices</b> <b>Phone</b> <ul style="list-style-type: none"> <li>• If you bring your phone, it will be kept outside of the exam room in the hallway.</li> <li>• <i>CASA is not responsible for the loss of any personal items.</i></li> <li>• CASA has a landline available in the Main Office for students to use.</li> </ul>

**Get a good night's sleep and eat breakfast in the morning!**

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## What if I missed the Pre-Bubbling session on 4/28?

- Please arrive at CASA **at least 20 minutes early** on the day of your AP Exam.
- Once you are checked in and report to your testing room, let the proctor know you need to pre-bubble your answer sheet.

## What are the dates for AP Exams?

- Here is the AP [Exam schedule](#).

## I am registered for an AP exam but cannot test on the AP Exam date, can I test at a later date?

- Yes. Here is the [schedule for AP late-test dates](#).
- If you wish to switch your registration to the late-test date, please [click here](#) ASAP.
  - You will need to pay a **\$100 late fee** via MiStar or bring a check (*payable to Berkley HS*) to the Student Services Center and hand it to Mrs. Folk.

## What if I no longer want to take the AP Exam?

- If you no longer want to take the AP Exam, simply do not show up to take the AP Exam.
- You will not receive any refund. You will be expected to attend your BHS classes on the date you were planning to take the AP Exam.

## What if I am sick on the day of the AP Exam?

- If you are sick on the day of an exam, you would need to have a note from a doctor or email from a parent/guardian explaining that you were sick (proof for AP).
- A [late exam can be ordered](#), but it would need to be **within a 24-hour window of the exam**; you cannot wait for a week to decide to take the late exam. [Click here](#) to register for a late AP Exam.
- You would have to pay the \$100 late fee.
  - The exact wording from AP to be exempt from late fees is *"a student must have a medical emergency"*. **Feeling ill is not their definition of medical emergency.** Hospitalizations are medical emergencies. And CASA would have to have documentation proving this.

## Questions about AP Exams?

Contact **AP Coordinator at CASA, CJ Jasionowicz**: [Jasionowiczc@gmail.com](mailto:Jasionowiczc@gmail.com) or call 248-586-8860

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