

Advanced Placement (AP) Registration Information

AP Program Information

The CBE welcomes your interest in the Advanced Placement Program. AP classes provide you with the opportunity to:

- explore your unique passions in **one or more subjects**, including English, mathematics, science, social studies, fine and performing arts, languages, and/or computer science
- study one or more courses with more depth and breadth, at a university / college level, in a supportive high school environment
- **Note** | AP refers to first year college level curriculum of Grade 12 or 30-level courses
 - courses in Grades 10 and 11 (10 and 20 levels) provide preparation
 - **Important** | you are evaluated on the grade level outcomes from Alberta Programs of Study for marks submitted to Alberta Education
 - depending on the breadth and depth of your skills and knowledge in a subject, there is flexibility to enter AP at various grades. If you are considering entering a pre-AP or AP class at the Grade 11 or 12 level, talk with your high school subject teacher and consult with the Advanced Placement Learning Leader.
- build knowledge, skills and strategies to demonstrate your learning on AP Examinations in May and to prepare for your transition to post-secondary studies
- possibly earn advanced credit and/or advanced placement colleges and universities if you do well on the AP Exam for a subject (varies by institution). Be sure to check university websites or acceptance policies and course equivalents

about |

[AP Canada](#), or

[AP Central](#)

what it takes |

- The Advanced Placement College Board suggests that you:
 - “start with your interests – what do you enjoy? What do you want to learn more about?”
 - have “curiosity, creativity and commitment”
 - are willing to get academically prepared and motivated to take on college-level courses
 - “...don't need to be top of your class to be an AP student, but you'll want to be prepared for the AP course you choose”

From:

<https://apstudent.collegeboard.org/exploreap/what-it-takes>

How do I know if I should take pre-AP or AP in one or more subjects?

Talk to a counselor, AP coordinator, or a teacher at your AP school about your interests and future plans and ask about:

- balancing academic, extra-curricular, and social commitments
- options for learning the skills to help you succeed

Exams and Recognition from Alberta Education and the College Board

- If you enroll in AP, you also write Alberta Diploma Exams to obtain a high school Diploma
- If you are taking several AP courses, your AP coordinator or counsellor will assist you with scheduling, and you may write some exams in your Grade 11 year so that you are not overloaded with exams in Grade 12
- AP Exams are set by The College Board and you write them in May. The College Board provides official documentation, which you may choose to use with post-secondary institutions
- Alberta Education does not recognize AP courses on official student transcripts
 - For example, Chemistry 30 (AP) appears as Chemistry 30 on your Alberta Education transcript
 - If you take a locally developed and approved course, such as English 35 (AP), since AP is part of the official course name, it will appear on your transcript
 - **Note** | reporting of marks to Alberta Education is based on the Alberta Program of Studies
- AP Exams are administered by the AP College Board in early May, and this is the organization that will provide you with official documentation to use with post-secondary institutions regarding credit for first year courses. You have the choice whether to use the College Board transcripts in addition to your Alberta Education transcripts

AP with the Calgary Board of Education (CBE)

Fees

There are fees for:

- the AP College Board sets examination fees. There is a fee for each AP exam written; exams are usually written in grade 12 (sometimes grade 11).
 - for 2017, the fees were \$93 USD per exam. Fees change each year.
 - for current fee information visit apcentral.collegeboard.com
 - Fees charged by schools, include the fee, exchange rate, and administration fee
- possibly, the purchase of additional texts—talk to the AP Coordinator at your high school for more information
- if financial circumstances are a concern, principals work with families, to create solutions for particular situations, which may include waiving fees, in full or in part, or partial payment schedule

Schools offering Advanced Placement Courses

The AP program is available to students in each CBE Area. Students attend and register for the AP program in English based on the Area in which they reside.

- If your designated high school offers AP, this is the school you attend
- If your designated high school does not offer AP courses, you may register at a high school that offers AP *in the same CBE Area as your designated high school*.
 - For example, if your designated high school was John G. Diefenbaker (which does not offer AP courses) you would make an appointment with the principal or assistant principal at John G Diefenbaker to request a transfer to another high school in Area II that offers AP courses (Crescent Heights, James Fowler, Queen Elizabeth, or William Aberhart). The administrators will guide you through the transfer process.
- To confirm the Area in which you live, call 403-817-4000 or use the interactive [Find a School](#) on our website.

High Schools offering AP courses

Area I	Bowness Robert Thirsk
Area II	Crescent Heights James Fowler Queen Elizabeth William Aberhart
Area III	Forest Lawn Nelson Mandela
Area IV	Central Memorial Ernest Manning
Area V	Centennial Dr. E.P. Scarlett Lord Beaverbrook

Table 1 | High Schools with AP courses by CBE Area

How to Register for AP

Complete and submit the following to your designated AP school no later than March 15

- 1 | Student Information (page 3)
- 2 | Expression of Intent and Personal Reflection (page 4)

This part of your AP registration asks you to reflect on yourself as learner, the breadth and depth of the AP courses and your goals.

 - It is designed to help you reflect on what you have learned about AP from the information provided in this registration package, your strengths as learner, and how AP supports your learning goals.
 - It also helps the teachers at your AP school provide personalized support for your learning in the AP program.
- 3 | Supporting Documents (page 4)

AP Information Sessions are held at each AP school to help you learn more about the AP program.

visit | [AP page on the CBE website](#)





Complete and submit all three parts of this registration package to your designated AP school no later than March 15. Do not submit duplicate registrations to other AP schools.

PART 1 — STUDENT INFORMATION

Student's Legal Last Name: _____	Birthdate		
Student's Legal First Name: _____	YYYY	MM	DD
AKA Name (<i>also known as</i>): _____			
Student Address: _____	Postal Code: _____		
Residential District: _____	Phone Number: _____		
School Attended for Grade 9: _____	CBE Student ID Number: _____		
Regular (Non AP) CBE Designated Senior High School: _____			
Subjects that I am currently passionate about: _____			
Parent/Guardian Information			
1 Name: _____	2 Name: _____		
Phone: _____	Cell: _____	Phone: _____	Cell: _____
Email: _____	Email: _____		
1 Address (<i>if different from above</i>): _____		Postal Code: _____	
Parent/Guardian Signature (<i>required for students under 18</i>): _____			

PART 2 — EXPRESSION OF INTENT AND PERSONAL REFLECTION

For completion by Student

This part of your AP registration asks you to reflect on yourself as a learner, the breadth and depth of the Advanced Placement courses, as well as your academic and career goals. It is designed to help you:

- reflect on what you have learned about AP from the information provided in this registration package, your strengths as learner, and how AP supports your learning goals
- make an informed decision

I have done the following to make an informed decision about registering in AP (mark with an X):

- I have strong passions or interests in the Pre-AP and AP course(s) that I wish to take.
- I have had a conversation with my parent(s) / guardian(s) about my interest in taking Pre-AP and AP courses in high school.
- I have had at least one conversation with my grade 9 teacher(s) about my interest in taking Pre-AP and AP courses in high school.
- I have considered my future goals and will choose the appropriate Pre-AP and AP course(s) that will help me achieve these goals.
- I understand that Pre-AP and AP involve study of a subject in greater depth and breadth as I study the Alberta curriculum and complete an introductory university level course over the length of my high school career.
- I have considered the course load that I will be carrying when deciding to register in one or more Pre-AP or AP.
- I have considered my extra-curricular activities and understand the importance of balancing academic challenges with extra-curricular and social commitments.
- I have read and understand the above statements.

PART 3 — SUPPORTING DOCUMENTS

Please attach the following documents to your AP registration:

Student Checklist for AP Registration

- Student Information and Expression of Intent and Personal Reflection
 - complete and legible
- Transfer Request Form

If your designated high school does not offer AP, include a Transfer Request form signed by the principal or assistant principal of your designated high school.
Note If your designated high school offers AP, do not include a Transfer Request Form.
- If you are **not currently attending a CBE school**, you will need to complete a CBE **Student Registration Form** and include a copy of **1** of the following:
 - Canadian birth certificate
 - permanent resident status
 - landed immigrant status
 - student study permit
 - citizenship documents

Submit all of the above to your designated AP high school on or before March 15.

Authorization for Collection of Personal Information

The personal information requested on this form is collected under the authority of section 33(c) of Alberta's *Freedom of Information and Protection of Privacy Act* (FOIP), the *School Act*, and its regulations. This information will be used to support the student in the program requested. Personal information will be provided to Alberta Education as part of the official student record of marks, and to The Advanced Placement College Board for AP credentials. All personal information will be treated in accordance with the privacy protection provisions of the *FOIP Act*. If you have any questions regarding this collection and/or use of this information, contact the principal of your designated AP school.