

**Westlake High School**  
**AP Exams Information- 2022**

**Exam Logistics**

Please review the following sections of AP Exam Info before exam day. Students, you are responsible for knowing where you need to be, when you need to be there, and what you need to have with you. All information will be communicated via email.

- **Transportation:** All students taking afternoon exams must pre-arrange for transportation home.
- **Exam Schedule and Locations:** Students should plan to check-in 30 minutes before exam start time.
  - [\(View locations and times for each test here\)](#)
- **What Students Can and Cannot Bring on Exam Day:**
  - [\(View document here\)](#)
  - Please note: The College Board *does not permit* cell phones or other unapproved electronic devices in the testing room. On exam day, remind your student to store their phone in a place outside of the test room or to leave it safely at home. If your student brings a cell phone or other unapproved electronic device on exam day, they will be required to surrender it upon check in and reclaim it after dismissal from the exam.
- **Special Instructions for In School Digital Exams:** AP English Literature & Composition ONLY
  - [\(Digital Exam Student Readiness Checklist\)](#)
  - **Before exam day**, all students taking in-school digital exams should **sign in** to their College Board account to be automatically guided through an update to their account.
- **[AP Exam Terms and Conditions](#)**
- **Absences for emergencies**
  - Please contact our Instruction Secretary, Perla Jimenez, in case of emergency at [pjimenez@conejousd.org](mailto:pjimenez@conejousd.org) or (805) 497-6711 ext. 1020
- **Sending Scores to Colleges**
  - **Seniors-** should login to [MyAP](#) – Go to “My AP Profile” and “Score Send” to indicate what college you would like your scores to be sent to.
  - **Sophomores and Juniors-** should not send their scores at this time. You will report unofficial scores on college applications, and send your official scores at the end of your senior year.

**Cancellations**

If you decide not to take a test, please cancel by using the *AP 2021-22 Refund Request Form* <http://bit.ly/CVAPREFUND2022> . Exams are partially refundable through June 1st. There are no refunds after June 1st. Canceling ensures that we are accurately budgeting for space and proctors.

If you have any questions, please contact me directly. Thank you and wishing you much success!



**Carlos Cardenas**

**Assistant Principal, Instruction**

**Westlake High School- (805) 497-6711**

[www.conejousd.org/whs](http://www.conejousd.org/whs)

**Pronouns:** he/him/his

**[carloscardenas@conejousd.org](mailto:carloscardenas@conejousd.org)**