



Mississippi Department of Education
Tom Burnham Ed. D. • State Superintendent of Education

Lynn J. House, Ph. D. • Deputy State Superintendent
Office of Instructional Enhancement and Internal Operations

Office of Curriculum and Instruction
Trecina Green • Director • 601-359-2586 • FAX: 601-359-2040

MEMORANDUM

To: District Superintendents
Curriculum Coordinators
Accredited Non-Public Schools

From: Trecina Green, Director *TG*
Office of Curriculum and Instruction

Date: April 4, 2011

RE: 2011 Advanced Placement (AP) Test Fee Reduction Program and AP Coordinator List Serv

The Mississippi Department of Education (MDE), through the Office of Curriculum and Instruction, provides opportunities for low-income students to take Advanced Placement exams. Students that qualify for free or reduced lunch under the National School Lunch Act are eligible for a fee reduction on AP exams. AP exams currently cost \$87.00 per student. The MDE will defray a portion of the cost of the exams by paying \$57.00. The College Board will pay the \$22.00 fee reduction, and each high school will forgo its \$8.00 rebate. The student will pay \$0.

The final deadline for ordering AP exams is April 15, 2011. AP exams must be ordered online at www.collegeboard.com/school on the sign-in/sign-up page. AP Coordinators should keep a list of the students who qualify for fee reductions and the titles of the AP exams taken by the students. Coordinators need to follow the two steps below to obtain fee reductions for qualified students.

1. On the qualifying student's registration answer sheet, AP Coordinators must fill in the "Option 1" or "Option 2" fee reduction oval. The AP Coordinator Manual contains instructions for properly marking the answer sheet so that the school will be billed at the reduced rate.
2. AP Coordinators must indicate the total number of exams with fee reductions when generating an invoice online and return the invoice by mail to The College Board by **June 15, 2011**.

This year's AP Test Fee Grant award also provides opportunities for eligible students who are enrolled in International Baccalaureate (IB) programs to take IB exams. The MDE plans to pay up to \$141.00 per IB registration and \$96.00 per IB exam for students who qualify for free or reduced lunch. School districts with IB programs must contact the MDE for specifics regarding invoices for eligible student fees.

The Office of Curriculum and Instruction is working to establish a list serv for AP Coordinators. Please complete the attached informational form and fax it to 601-359-2040, attention Melissa Hayes or via e-mail at mhayes@mde.k12.ms.us no later than **April 15, 2011**. Contact Chauncey Spears at 601-359-2586 or crspears@mde.k12.ms.us if there are any questions.

C: Dr. Tom Burnham
Dr. Lynn House