

February 23, 2009

Dear Student/Parent:

At the end of January, you applied to one or more Advanced Placement classes for the 2009-2010 school year. Enclosed is a form listing the decision that was reached for each course requested.

After receiving your application, each academic department used established criteria to reach a decision of Accept (A) or Not Accept (NA). If you still are unclear about the criteria used, please refer to the school website for specific AP criteria information. If you did not complete a writing sample, qualifying exam, or interview, we were unable to process your request and have listed a decision of No Show (NS). Following the decision code of Not Accept (NA) is a number that represents the total points earned out of the minimum required for acceptance (does not pertain to AP Art).

If you were accepted into an Advanced Placement course, no further action is necessary. Your guidance counselor has been given this information and it will be used in your course selection conference next month. Please be aware that enrollment into the AP course is contingent upon successful completion of course work in the current school year. If there is a significant drop in performance, the department reserves the right to review the acceptance decision.

If you were not accepted into an Advanced Placement course, please carefully consider the point totals listed. If you feel that the total does not adequately represent your ability to be successful in the course, you may appeal this decision. Appointments can be made for an appeal by calling Debbie Goodman at 693-6300 x2216. **Requests for appeals must be made no later than Monday, March 2, 2009.** The appeals committee will consist of the department curriculum leader, a classroom teacher, and your guidance counselor. A parent may attend the appeals meeting, but it is not required.

Thank you for your interest in our Advanced Placement program. As always, if you have any additional questions or concerns, please do not hesitate to contact your guidance counselor.

Sincerely,

Jim Haubner
Principal

Cc: Guidance Counselor