

Westmount High School

Established in 1873

A College Board Advanced Placement School



Dear Students and Parents of External AP Candidates,

Your decision to register for an Advanced Placement course at Westmount High demonstrates that you see academic challenges as opportunities to prepare for future success. Now is the time to take the next step.

Advanced Placement exams will once again be administered digitally on personal devices this year. Because you are testing as an external candidate, you must meet specific technology standards. For security reasons, our Wi-Fi network will only allow one-time access for Apple devices, with the exception of iPhones.

Review the College Board's requirements for your specific device:

- **Mac:** [Mac Requirements – Bluebook](#)
- **iPad:** [iPad Requirements – Bluebook](#)

Before placing your final order, complete the following steps to confirm your readiness:

- Download the Bluebook testing application to the device you will use for your exam. You will need to create a College Board account to complete this step:
<https://myap.collegeboard.org/login>
- Complete the AP Exam Order Form in this document, along with the Conflict of Interest Disclaimer, and submit them along with your exam fees to the WHS Administration office before Friday, November 6th, 2026. Fees can be paid using cash, debit, or credit; personal cheques are not accepted. If you cannot present in person for any reason, please contact me so we can arrange payment over the phone or electronically.
- Upon receipt of payment, apply the join code you will receive from the AP Coordinator by email. Once applied, you will be able to self-direct your learning in preparation for your AP exams in May, 2027.

Should you have any questions, please don't hesitate to contact me directly.

Best regards,

Mr. Dale Tatnell, AP Coordinator

dtatnell@emsb.qc.ca

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WHS Advanced Placement Exam Order Form

Your Last Name: _____

Your First Name: _____

Parent's Last Name: _____

Parent's First Name: _____

Parent's Mailing address:

Street no. _____ Street Name: _____

Province: _____ City: _____

Postal Code: _____ Phone Number: (____) _____

Email address used for College Board account (please confirm it is 100% correct and operational):

I intend to write the following exam(s): [please check all that apply or specify below]:

☐ AP English Literature & Composition

☐ AP Art & Design

☐ AP Calculus AB

☐ AP French Language & Culture

☐ AP Environmental Science

☐ AP Psychology

☐ Other: please specify: _____

☐ Other: please specify: _____

☐ Other: please specify: _____

FEES: Office use only

Today's date _____

Person receiving payment initials _____

Exam Fee: **\$250 per exam** -- Cash, debit, credit, paid in-person at the WHS administration office.

Alternatively, by special arrangement over the telephone or via email.

Total # of Exams Ordered: _____ Total Amount Due: _____

Total Paid: _____

REFUND POLICY

If no communication, electronic or phone has been received at least the day before an ordered exam takes place, no portion of the fee will be refunded. Email: dtatnell@emsb.qc.ca to inform of absences/cancellations. Please make note of the very important deadlines on the next page.

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WHS Advanced Placement Exam Order Form College Board Conflict of Interest Policy

Disclaimer:

I, the undersigned, wish to take an AP exam at Westmount High School. I attest that in so doing, I would not breach any conflict of interest clauses as stipulated by the College Board. Namely, I:

- ☐ am not an AP teacher, nor do I plan to teach an AP course in the next 5 years.
- ☐ am not the parent or guardian of a child, nor co-habitant of a person who will be taking an AP exam in the same subject area in the late-testing exam session.
- ☐ am not a tutor in the subject area for which I wish to take an AP exam.
- ☐ am not employed part-time or full-time in a test-preparation company.
- ☐ do not participate in any coaching activities that address the content of the College Board test in the subject area for which I am taking the exam.
- ☐ I have read and I understand both the fee structure as an external candidate, and the refund policy.

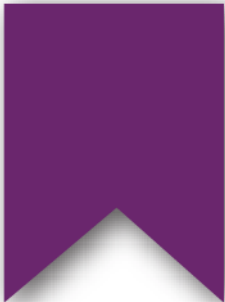
Name of Applicant: _____

Signature of Applicant: _____

Date: _____

2026–2027 College Board ordering deadlines

- **October 2, 2026:** Preferred ordering deadline for AP coordinators.
- **November 13, 2026 (11:59 p.m. ET):** Final ordering deadline for full-year AP courses, fall-semester courses, and exam-only sections. Orders placed after this date incur a \$40 late order fee per exam.
- **March 12, 2027 (11:59 p.m. ET):** Deadline to submit exam orders for spring-semester AP courses and to make changes to existing fall orders.



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2026–2027 AP Exam Schedule

Week 1 Testing Window: (May 3–7, 2027)

Date	Morning Session (8:00 AM Local Time)	Afternoon Session (12:00 PM Local Time)
Mon, May 3	Human Geography, Physics C: Mechanics	Biology, Italian Language and Culture
Tue, May 4	Business with Personal Finance, U.S. Government & Politics	European History, Microeconomics
Wed, May 5	Cybersecurity, English Literature and Composition	Physics 1: Algebra-Based, Physics C: Electricity & Magnetism
Thu, May 6	French Language & Culture, Physics 2: Algebra-Based, World History: Modern	African American Studies, Chemistry
Fri, May 7	German Language & Culture, U.S. History	Macroeconomics, Networking (Pilot)

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Week 2 Testing Window: (May 10–14, 2027)

Date	Morning Session (8:00 AM Local Time)	Afternoon Session (12:00 PM Local Time)
Mon, May 10	Calculus AB, Calculus BC	Music Theory, Seminar
Tue, May 11	Japanese Language & Culture, Precalculus	Statistics
Wed, May 12	English Language and Composition	Art History, Computer Science A
Thu, May 13	Spanish Language and Culture	Chinese Language & Culture, Environmental Science
Fri, May 14	Comp Government & Politics, Computer Science Principles, Spanish Literature & Culture	Latin, Psychology

Digital Portfolio Submission Deadlines

- **April 30, 2027 (11:59 PM ET):** AP Computer Science Principles (Create performance task), AP Seminar, AP Research, and AP World Languages and Cultures (PPR).
- **May 7, 2027 (11:59 PM ET):** AP Art and Design final digital portfolio submissions.