



MATTITUCK-CUTCHOQUE U.F.S.D.
MATTITUCK JUNIOR-SENIOR HIGH SCHOOL

Dear Parents,

Your son/daughter opted to enroll in an Advanced Placement course for the upcoming school year. Mattituck High School offers students performance guidelines necessary for success in Advanced Placement courses. However, these guidelines are not requirements for entry into these courses. Mattituck offers an **Open Enrollment Policy** allowing students and their families to opt into these courses after consideration and consultation with teachers and counselors. As such, we ask that students understand the expectations, requirements and responsibilities of enrolling in an AP course. This document is designed to outline those expectations and requirements and must be signed by students and parents.

OPEN ENROLLMENT POLICY FOR AP COURSES

1. Students will be officially enrolled in an AP course only when the AP contract is signed by students and parent and returned to the guidance office. The deadline for the return of this form is May 31st.
2. Students may be responsible for a summer assignment which will be counted as a course assignment or exam. If a student fails to complete the assignment, it will count as a zero towards the first quarterly grade. The summer assignment is essential for success but non-completion will not remove students from an AP course.
3. After the contract is returned, students may not drop an AP course until the completion of the first quarter. At that time, after a meeting with the student's guidance counselor a schedule change may be granted. Students switching levels will carry the first quarter grade to the new course. Students dropping a course in which there is no lower level will have a "W" indicated on their transcript for "withdrawal from course".
4. It is expected that all students enrolled in an AP course will sit for the AP exam.

If you have any questions, please contact the high school guidance office at 631.298.8471 ext. 1405.

Please sign below that you have read and understand the Open Enrollment Policy.
Return to the Guidance Office by May 31st.

Student Name: _____

Student Signature: _____

Parent Signature: _____