

To qualify for reimbursement, complete and submit this application by **April 30, 2020** to Jacqui McKenzie, Minnesota Department of Education, 1500 Highway 36 West, Roseville, MN 55113.

**Advanced Placement Program Information**

College Board Code: \_\_\_\_\_

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_

School Name: \_\_\_\_\_ School Type: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

**AP Program Coordinator Contact Information**

Name of AP Program Coordinator: \_\_\_\_\_

Email address: \_\_\_\_\_ Telephone number: \_\_\_\_\_

**Please enter X to indicate ALL type(s) of reimbursement applying for:** Requesting Teacher Training Reimbursement Requesting Student Exam Fee reimbursement**Please enter X to indicate ALL that pertain to your school:** New AP or Pre-AP Program Adding new AP courses Updating existing AP program**Teacher Training Reimbursement**

Please indicate the anticipated number of teachers attending training in 2019-2020:

Augsburg University (June 2020): \_\_\_\_\_ Carleton College (June 2020): \_\_\_\_\_ Carleton College (July 2020): \_\_\_\_\_

Out-of-State: \_\_\_\_\_ **Note:** Only a limited number of Out-of-State scholarships will be granted.**Student Exam Fee Reimbursement**

Schools are responsible for making a direct payment to Educational Testing Service (ETS) for total exam costs by June 15, 2020. In order to receive reimbursement, you must submit a copy of the 2020 AP Exam Invoice: State Copy, to MDE by June 15, 2020.

Number of low-income students registered: \_\_\_\_\_ Number of low-income exams: \_\_\_\_\_

Number of non-low-income students registered: \_\_\_\_\_ Number of non-low-income exams: \_\_\_\_\_

**Please complete the following information:**

Total Number of AP students: \_\_\_\_\_ Total number of fee-reduced, low-income AP students: \_\_\_\_\_

Number of students in face-to-face AP courses: \_\_\_\_\_ Total number of students in Online AP courses: \_\_\_\_\_

Number of teachers currently teaching AP courses: \_\_\_\_\_ Number of AP courses offered: \_\_\_\_\_

What new AP content area course(s) will be taught in 2020-2021? \_\_\_\_\_

Please mail or submit a scanned version of the completed application to [Jacqui McKenzie](#), Minnesota Department of Education, 1500 Highway 36 West, Roseville, MN 55113.

I hereby certify by my signature that I have thoroughly reviewed the enclosed information and the data contained in this application is true and accurate. This application for AP funding has been approved by:

**NOTE: Typing in your name for the Signature field below will act as a binding signature**

Principal Signature: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_

AP Coordinator Signature: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_