

March 2010

Dear AP® Educators:

We would like to inform you about an exciting change that will facilitate access to the AP Course Audit application and other College Board online services. Beginning with the March 2010 reopening of the AP Course Audit, access to the application will require the use of a College Board Education Professional login, as opposed to an AP Course Audit-specific username and password. This change will enable AP educators to take advantage of the **newest AP service, online AP score reports, which will launch in July 2010**. (For more information about online AP scores, visit [www.collegeboard.com/onlineapscores](http://www.collegeboard.com/onlineapscores).)

To assist with this change, we are contacting all AP Course Audit participants via e-mail in early to mid-March, giving them detailed instructions on how to sign in to their AP Course Audit accounts with an Education Professional login.

### **What Does My School Need to Do?**

Complete instructions are provided in the e-mails sent to all AP Course Audit participants at your school, but here is a summary:

- Many AP teachers and AP Course Audit administrators who use other College Board online services, such as the AP Exam Ordering website, AP Potential™, or AP Central®, already have an Education Professional login. These educators simply need to go to the AP Course Audit website ([www.collegeboard.com/apcourseaudit](http://www.collegeboard.com/apcourseaudit)) and sign in using their Education Professional username and password to consolidate this account with their AP Course Audit account.
- AP teachers and AP Course Audit administrators who do not already have an Education Professional login need to go to the AP Course Audit website ([www.collegeboard.com/apcourseaudit](http://www.collegeboard.com/apcourseaudit)) and click "Get Started/Create an Account" to set up a new Education Professional login. They will then review and confirm their information to consolidate their accounts.

Note: School and district administrators will be prompted to enter an access code when confirming their AP Course Audit information; this code is provided in the e-mails sent to all AP Course Audit administrators at your school.

**We recommend that you and your colleagues complete the steps above at your earliest convenience to ensure that everyone's account information is updated in preparation for the release of online scores this summer.** If any AP Course Audit participants at your school did not receive an e-mail regarding the Education Professional login by mid-March, they should call AP Services at 888-225-5427 (toll free in the United States and Canada) or 609-771-7300.

Thank you for all that you do to provide college-level opportunities for your students.

Sincerely,

Advanced Placement Program

