Request for volunteers to proctor AP exams

DePaul University’s Center for Access and Attainment is hosting the 2016 Advanced Placement (AP) exams for Lake View High School on DePaul’s Lincoln Park campus from May 2 to May 12, 2016.

All AP Exams will take place in either DePaul’s Welcome Center (2400 N. Sheffield Ave.) or the College of Education building (2247 N. Halsted St.) Please see attached testing schedule for exact time slots and locations of each exam.

We are looking for DePaul University student volunteers to serve as test proctors for the exams. Test proctors must be reliable, mature and possess an understanding of the importance of administering such an important exam. Per the AP Program, a “test proctor” is any adult authorized by the AP Coordinator to be present during, and accountable for, an AP Exam administration. A proctor might be asked to read the exam administration script, help distribute or collect exam materials, or accept responsibility for timing the exams and ensuring exam security.

Lake View High School’s AP Coordinator will provide a short information/training session for all prospective proctors. Date/time/location for this session will be finalized within the next couple of weeks.

Test proctors will receive a Visa gift card for their service.

If you have questions, please contact Kate Agarwal, CAA Event Coordinator, at kagarwa1@depaul.edu.

Interested individuals can sign up online at: http://depaulcaa.volunteerlocal.com/volunteer/?id=14317

List of all Lake View High School AP Exams:

<table>
<thead>
<tr>
<th>Date</th>
<th>Subject</th>
<th>Time</th>
<th>Location</th>
<th>Proctors needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2</td>
<td>Chemistry</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>3</td>
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<tr>
<td></td>
<td>Psychology</td>
<td>12 pm – 4 pm</td>
<td>College of Ed</td>
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<tr>
<td>May 4</td>
<td>English Literature</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>6</td>
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<td></td>
<td></td>
<td>and College of Ed</td>
<td></td>
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<tr>
<td>May 5</td>
<td>Calculus</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>3</td>
</tr>
<tr>
<td>May 6</td>
<td>U.S. History</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>3</td>
</tr>
<tr>
<td>May 9</td>
<td>Biology</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>2</td>
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<tr>
<td>May 11</td>
<td>English Literature</td>
<td>8 am – 12 pm</td>
<td>Welcome Center</td>
<td>3</td>
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<td>and College of Ed</td>
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<tr>
<td>May 12</td>
<td>World History</td>
<td>8 am -12 pm</td>
<td>College of Ed</td>
<td>5</td>
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<tr>
<td></td>
<td>Statistics</td>
<td>12 pm – 4 pm</td>
<td>Welcome Center</td>
<td>3</td>
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