

AP[®] Biology Exam

Regularly Scheduled Exam Date: Monday morning, May 8, 2017

Late-Testing Exam Date: Friday afternoon, May 19, 2017

Section I **Total Time:** 1 hour 30 minutes
Number of Questions: 69*
(63 multiple-choice questions plus 6 grid-in questions; 1 hour 30 minutes)
Percent of Total Score: 50%
Writing Instrument: Pencil required
**The number of questions may vary slightly depending on the form of the exam.*

Section II **Total Time:** 1 hour 30 minutes
Number of Questions: 8 questions
(2 ten-point questions, 3 four-point questions, and 3 three-point questions, 10-minute reading period, 1-hour and 20-minute writing period)
Percent of Total Score: 50%
Writing Instrument: Pen with black or dark blue ink

Note: Four-function calculators (with square root) may be used on all sections of the AP Biology Exam.

What Proctors Need to Bring to This Exam

- Exam packets
- Answer sheets
- AP Student Packs
- *2016-17 AP Coordinator's Manual*
- This book — *AP Exam Instructions*
- AP Exam Seating Chart template
- School Code and Home-School/Self-Study Codes
- Extra calculators
- Pencil sharpener
- Container for students' electronic devices (if needed)
- Extra No. 2 pencils with erasers
- Extra pens with black or dark blue ink
- Lined paper
- Stapler
- Watch
- Signs for the door to the testing room
 - “Exam in Progress”
 - “Cell phones are prohibited in the testing room”

Before Distributing Exams: Check that the title on all exam covers is **Biology**. If there are any exam booklets with a different title, contact the AP coordinator immediately.

SECTION I: Multiple Choice and Grid-In

Students are allowed to use four-function (with square root) calculators throughout the entire AP Biology Exam. Graphing calculators and scientific calculators are not permitted for use on the AP Biology Exam. See pages 46–49 of the *2016-17 AP Coordinator's Manual* for more information.

Before starting the exam administration, make sure each student has an appropriate calculator. If a student does not have a calculator, you may provide one from your supply. If the student does not want to use the calculator you provide or does not want to use a calculator at all, he or she must hand copy, date, and sign the release statement on page 47 of the *2016-17 AP Coordinator's Manual*. Students may have no more than two calculators on their desks. Calculators may not be shared.

**■ Do not begin the exam instructions below until you have completed the appropriate
● General Instructions for your group.**

Make sure you begin the exam at the designated time. Remember, you must complete a seating chart for this exam. See pages 325–326 for a seating chart template and instructions. See the *2016-17 AP Coordinator’s Manual* for exam seating requirements (pages 51–54).

If you are giving the regularly scheduled exam, say:

It is Monday morning, May 8, and you will be taking the AP Biology Exam.

If you are giving the alternate exam for late testing, say:

It is Friday afternoon, May 19, and you will be taking the AP Biology Exam.

In a moment, you will open the packet that contains your exam materials. By opening this packet, you agree to all of the AP Program’s policies and procedures outlined in the *2016-17 Bulletin for AP Students and Parents*.

Look at your exam packet and confirm that the exam title is “AP Biology.” Raise your hand if your exam packet contains any title other than “AP Biology” and I will help you.

Once you confirm that all students have the correct exams, say:

You may now remove the shrinkwrap from your exam packet and take out the Section I booklet, but do not open the booklet or the shrinkwrapped Section II materials. Put the white seals aside. . . .

Carefully remove the AP Exam label found near the top left of your exam booklet cover. Now place it on page 1 of your answer sheet on the light blue box near the top right corner that reads “AP Exam Label.”

If students accidentally place the exam label in the space for the number label or vice versa, advise them to leave the labels in place. They should not try to remove the label; their exam can still be processed correctly.

Read the statements on the front cover of Section I and look up when you have finished. . . .

Sign your name and write today’s date. Look up when you have finished. . . .

Now print your full legal name where indicated. Are there any questions? . . .

Turn to the back cover of your exam booklet and read it completely. Look up when you have finished. . . .

Are there any questions? . . .

You will now take Section I of the exam. Section I is the multiple-choice and grid-in portion of the exam. You may never discuss the multiple-choice exam content at any time in any form with anyone, including your teacher and other students. If you disclose the multiple-choice exam content through any means, your AP Exam score will be canceled.

For the multiple-choice questions, the answer sheet has circles marked A–E for each question. For Biology, you will use only the circles marked A–D. You must complete the answer sheet using a No. 2 pencil only. Open your answer sheet to page 2. Mark all of your responses beginning on page 2 of your answer sheet, one response per question. No credit will be given for anything written in the exam booklet. Scratch paper is not allowed, but you may use the margins or any blank space in the exam booklet for scratch work. If you need to erase, do so carefully and completely. Your score on the multiple-choice section will be based solely on the number of questions answered correctly. Four-function calculators (with square root) are allowed.

For the grid-in questions, you will solve each problem, write your final numeric answer in the boxes at the top of the grid, and fill in the corresponding circles. Enter your responses for the grid-in questions on page 3 of the answer sheet beginning with number 121. You will receive credit only if the circles are filled in correctly. Please pay close attention to the directions in your exam booklet for completing the grid-in questions.

Are there any questions? . . .

You have 1 hour and 30 minutes for this section. Open your Section I booklet and begin.



Note Start Time here _____. Note Stop Time here _____. Check that students are marking their answers in pencil on their answer sheets and that they are not looking at their shrinkwrapped Section II booklets. After 1 hour and 20 minutes, say:

There are 10 minutes remaining.

After 10 minutes, say:

Stop working. Close your booklet and put your answer sheet on your desk, face up. Make sure you have your AP number label and an AP Exam label on page 1 of your answer sheet. Sit quietly while I collect your answer sheets.

Collect an answer sheet from each student. Check that each answer sheet has an AP number label and an AP Exam label. After all answer sheets have been collected, say:

Now you must seal your exam booklet using the white seals you set aside earlier. Remove the white seals from the backing and press one on each area of your exam booklet cover marked “PLACE SEAL HERE.” Fold each seal over the back cover. When you have finished, place the booklet on your desk, face up. I will now collect your Section I booklet. . . .

Collect a Section I booklet from each student. Check that each student has signed the front cover of the sealed Section I booklet.

There is a 10-minute break between Sections I and II. When all Section I materials have been collected and accounted for and you are ready for the break, say:

Please listen carefully to these instructions before we take a 10-minute break. All items you placed under your chair at the beginning of this exam must stay there, and you are not permitted to open or access them in any way. Leave your shrinkwrapped Section II packet on your desk during the break. You

are not allowed to consult teachers, other students, notes, or textbooks during the break. You may not make phone calls, send text messages, use your calculators, check email, use a social networking site, or access any electronic or communication device. Remember, you may never discuss the multiple-choice exam content at any time in any form with anyone, including your teacher and other students. If you disclose the multiple-choice exam content through any means, your AP Exam score will be canceled. Are there any questions? . . .



You may begin your break. Testing will resume at _____.

SECTION II: Free Response

After the break, say:

May I have everyone’s attention? Place your Student Pack on your desk. . . .

You may now remove the shrinkwrap from the Section II packet, but do not open the exam booklet until you are told to do so. . . .

Read the bulleted statements on the front cover of the exam booklet. Look up when you have finished. . . .

Now take an AP number label from your Student Pack and place it on the shaded box. If you don’t have any AP number labels, write your AP number in the box. Look up when you have finished. . . .

Read the last statement. . . .

Using a pen with black or dark blue ink, print the first, middle, and last initials of your legal name in the boxes and print today’s date where indicated. This constitutes your signature and your agreement to the statements on the front cover. . . .

Turn to the back cover and, using your pen, complete Item 1 under “Important Identification Information.” Print the first two letters of your last name and the first letter of your first name in the boxes. Look up when you have finished. . . .

In Item 2, print your date of birth in the boxes. . . .

In Item 3, write the school code you printed on the front of your Student Pack in the boxes. . . .

Read Item 4. . . .

Are there any questions? . . .

I need to collect the Student Pack from anyone who will be taking another AP Exam. You may keep it only if you are not taking any other AP Exams this year. If you have no other AP Exams to take, place your Student Pack under your chair now. . . .

Read the information on the back cover of the exam booklet. Do not open the booklet until you are told to do so. Look up when you have finished. . . .

Collect the Student Packs. Then say:

Are there any questions? . . .

The total Section II time is 1 hour and 30 minutes. This includes a 10-minute reading period. The reading period is designed to provide you with time to develop thoughtful, well-organized responses. You are advised to spend the 10-minute period reading all the questions, and to use the unlined pages to sketch graphs, make notes, and plan your answers. The focus of the reading period should be the organization of questions 1 and 2. You may begin writing your exam responses before the reading period is over. You may make notes on the pages that contain the exam questions, but your responses must be written on the designated lined pages using a pen with black or dark blue ink. Are there any questions? . . .

You are responsible for pacing yourself and may proceed freely from one question to the next. Be sure that you answer all of the questions. If you need more paper to complete your responses, raise your hand. At the top of each extra sheet of paper you use, be sure to write only:

- your AP number, and
- the question number you are working on.

You may now open the Section II booklet and begin the 10-minute reading period.



Note Start Time here _____. Note Stop Time here _____. After 10 minutes, say:

The reading period is over. You have 1 hour and 20 minutes remaining to complete Section II.



Note Start Time here _____. Note Stop Time here _____. Check that students are using pens to write their answers in their exam booklets. After 1 hour and 10 minutes, say:

There are 10 minutes remaining.

After 10 minutes, say:

Stop working and close your exam booklet. Place it on your desk, face up.

If any students used extra paper for a question in the free-response section, have those students staple the extra sheet(s) to the first page corresponding to that question in their exam booklets. Complete an Incident Report. A single Incident Report may be completed for multiple students per exam subject per administration (regular or late testing) as long as all of the required information is provided. Include all exam booklets with extra sheets of paper in an Incident Report return envelope (see page 62 of the *2016-17 AP Coordinator's Manual* for complete details). Then say:

Remain in your seat, without talking, while the exam materials are collected. . . .

Collect a Section II exam booklet from each student. Check for the following:

- Exam booklet front cover: The student placed an AP number label on the shaded box and printed his or her initials and today's date.
- Exam booklet back cover: The student completed the "Important Identification Information" area.

When all exam materials have been collected and accounted for, return to students any electronic devices you may have collected before the start of the exam.

If you are giving the regularly scheduled exam, say:

You may not discuss or share the free-response exam content with anyone unless it is released on the College Board website in about two days. Your AP Exam score results will be available online in July.

If you are giving the alternate exam for late testing, say:

None of the content in this exam may ever be discussed or shared in any way at any time. Your AP Exam score results will be available online in July.

If any students completed the AP number card at the beginning of this exam, say:

Please remember to take your AP number card with you. You will need the information on this card to view your scores and order AP score reporting services online.

Then say:

You are now dismissed.

Post-Exam Tasks

Be sure to give the completed seating chart to the AP coordinator. Schools must retain seating charts for at least six months (unless the state or district requires that they be retained for a longer period of time). Schools should not return any seating charts in their exam shipments unless they are required as part of an Incident Report.

The exam proctor should complete the following tasks if asked to do so by the AP coordinator. Otherwise, the AP coordinator must complete these tasks.

All exam materials must be placed in secure storage until they are returned to the AP Program after your school's last administration. Before storing materials, check the "School Use Only" section on page 1 of the answer sheet and:

- Fill in the appropriate section number circle in order to access a separate AP Instructional Planning Report (for regularly scheduled exams only) or subject score roster at the class section or teacher level. See "Post-Exam Activities" in the *2016-17 AP Coordinator's Manual*.
- Check your list of students who are eligible for fee reductions and fill in the appropriate circle on their registration answer sheets.