

# Township of Union Public Schools

## Honors / AP Criteria and Application Procedures

### School Year 2015-2016

#### **APPLICATION:**

To apply for the Honors/AP program, students must first complete an application that contains the following information:

- Name
- Grade
- Course applying for
- Course currently taking
- Current teacher name
- Parent signature

#### **CRITERIA:**

Students must meet the criteria below:

1. Previous Department Course Grades
  - a. Honors to Honors/AP – Must have maintained a B or better in subject area  
\*in science, students must maintain a B or better in both math and science
  - b. Regular to Honors/AP – Must have maintained an A or better in subject area  
\*in science, students must maintain an A or better in both math and science
  - c. May not have failed any departmental courses

In addition to Criteria #1, students must meet or exceed 3 of the 4 of the following criteria\* if standardized test is not available then student must meet 2 of the 3 criteria listed below:

2. Teacher Recommendation
  - a. Based on Departmental Procedures
  - b. Input names into Genesis
3. CEMPA
  - a. CEMPA grade of 'C' or better in subject area for marking periods 1 & 2
4. Overall cumulative GPA must be 2.75 or greater.
5. Standardized test scores
  - a. Used when available and relevant to course
  - b. NJASK, NJPASS, PSAT

#### **Please Note:**

Departments may require additional submissions and/or criteria which may include but not be limited to writing samples and/or assessments.

#### **Appeal Process- deadline June 1<sup>st</sup>:**

All students have the right to apply and request acceptance into an Honors/AP course. Students must obtain a standard appeals form online. The form can be downloaded and emailed to the

department supervisor. All supervisors' contact information is on the district website. A hard copy of the appeals forms can also be picked up in guidance. The deadline for appeals is 6/1/16.