



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

SHEILA A. ALLES
INTERIM STATE SUPERINTENDENT

MEMORANDUM

DATE: December 18, 2018

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Venessa A. Keesler, Ph.D., Deputy Superintendent *V. Keesler*
Division of Educator, Student, and School Supports

SUBJECT: Information about the International Baccalaureate Assessment
Reduction Grant for 2018-2019 School Year

For more than 15 years, the Michigan Department of Education (MDE) has supported assessments for low-income students. This support will continue for the AP (Advanced Placement) exam, IB (International Baccalaureate) exam and CLEP (College Level Examination Program) exam.

This year, the Legislature increased funding for this important student assistance to \$1 million. This will help low-income students and their families; encourage more students to take IB courses and pay for AP and CLEP exams that will save them college tuition; and lead to higher achievement and our goal to make Michigan a Top 10 education state in 10 years. The following process will be in place for the 2018-2019 school year.

IB Fee Reduction Program

For the IB Diploma Programme, Districts will invoice the MDE for the cost related to qualified students. The district will provide an invoice that will show the candidate name, candidate registration fee, and the candidate subject fees. The invoice should reflect the student's responsibility for paying at least five dollars per candidate registration and five dollars per candidate subject fee. Assessment fees for the IB Diploma Programme can be accessed at International Baccalaureate; Assessment fees and services website, <https://www.ibo.org/become-an-ib-school/fees-and-services/assessment-fees-and-services/>.

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CLEP Test Fee Reduction Program

For each CLEP exam taken by students who qualify for the College Board AP fee reduction ("Reduced Fee Exams"), as indicated by the applicable school AP coordinator, the following will occur for the 2018-2019 school year. Districts will follow the same procedure as they would related to all College Board assessments. District assessment coordinators can access CLEP voucher information at <https://clep.collegeboard.org/Michigan>.

CLEP exams can be offered at any point in the school year but all testing for the 2018-19 academic year must be completed by May 31, 2019. Exams must be administered at a CLEP test center. Some intermediate school districts (ISDs), regional educational service agencies (RESAs) and local high schools may prefer to open a CLEP test center to support students and eliminate any possible administration fees. There is no fee to open a test center; schools must have laptops or desktop computers to administer CLEP. Interested ISDs/RESAs and local high schools should begin the test center application process 3 months in advance of their planned testing window.

- The State of Michigan's contribution to low-income students will be \$48 per exam. This will be billed directly to the MDE.
- The College Board contribution to low-income students will be \$34 per exam.
- Districts will be responsible for any administration fees.
- The student will pay five dollars per exam.

AP Seminar and AP Research Exam Reduction Program

For each AP Seminar and each AP Research Exam taken by students who qualify for the College Board AP fee reduction ("Reduced Fee Exams"), as indicated by the applicable school AP coordinator, the following will occur for the 2018-2019 school year. Districts will follow the same procedure as they would related to all College Board assessments.

- The State of Michigan's contribution to low-income students will be \$96.00 per exam. This will be billed directly to the MDE.
- The College Board contribution to low-income students will be \$32.00 per exam.
- The high school will forego the school rebate of \$9 per exam from the College Board.

Additional support from College Board can be found at the following links. The College Board has created a Michigan specific webpage with an overview for Michigan ISDs, RESAs and local school districts at <https://clep.collegeboard.org/michigan>.

AP Seminar, AP Research and AP Class information is located at: <https://clep.collegeboard.org/michigan> AP exam fee reduction directions can be found at <https://apcentral.collegeboard.org/ap-coordinators/exam-ordering-fees/exam-fees/reductions>.

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Resources for students are available for free through the Modern States Education Alliance, as part of their "Freshman Year for Free" Initiative:
<https://modernstates.org/>.

AP Summer Institutes and competitive scholarships can be found at
<https://apcentral.collegeboard.org/professional-development/workshops-summer-institutes/about-summer-institutes>.

All request for exam fee reduction must be submitted by July 1, 2019. Questions may be directed to Jeff McNeal at mcnealj1@michigan.gov or 517-241-6958.

cc: Michigan Education Alliance