

## 2013 Letter of Commitment for AP Biology Summer Institute

The AP Biology APSI Scholarships funded by a grant from the Hewlett Foundation include paid tuition for each “AP Participating Teacher” identified by participating school districts. We ask participating teachers to sign and return this 2013 Letter of Commitment to the College Board no later than May 10, 2013.

**Please note: Teachers must register themselves at an AP Biology AP Summer Institute by May 10, 2013, in order to receive the scholarship.**

Please read carefully, sign and return the following, and retain a copy for your records:

1. Teachers can search for AP Summer Institute locations and dates on [AP Central](#). Institute information is added on a rolling basis as it becomes available. We suggest putting in AP Biology and a broad range of summer dates (June – August) to see the most options. Email the institute directly to register. Note that AP Summer Institutes have limited space and fill up quickly.
2. Once you have identified your APSI, registered, and submitted your completed Letter of Commitment, the AP program will communicate with the director of your institute. The total amount due to the AP Summer Institute will be paid on your behalf **directly** to the institute with the submission of that form, and confirmation of your attendance.
3. Costs vary across institutes. Recipients are responsible for paying any costs not covered by the AP scholarship, such as travel, lodging and graduate credit.
4. Scholarships are not renewable or transferable. Only schools participating in the AP Biology APSI Scholarship Hewlett Foundation program can utilize these scholarships for designated teachers.
5. Any change in the recipient’s address or AP Summer Institute must be reported to the College Board. Please send a detailed e-mail to [APRedesignPD@collegeboard.org](mailto:APRedesignPD@collegeboard.org) regarding any changes or cancellations. Please reference AP Biology APSI Scholarship funded by the Hewlett Foundation in the subject line of your email.

**I have read and understand all of the points listed above.**

I will ☐ will not ☐ (**check one**) accept the College Board AP Biology APSI Scholarship for Summer 2013.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

**Participating Teacher Name (please print)** \_\_\_\_\_

**Participating Teacher Email** \_\_\_\_\_

**Site of AP Summer Institute:** \_\_\_\_\_ **Inland Northwest AP® Summer Institute** \_\_\_\_\_

**AP SUBJECT you will receive training on:** \_\_\_\_\_ **AP Biology** \_\_\_\_\_

**DATE OF AP SUMMER INSTITUTE** \_\_\_\_\_ **July 29 to August 1, 2013** \_\_\_\_\_

**PLEASE SIGN AND RETURN THIS FORM**

**NO LATER THAN May 10, 2013 TO**

**The College Board office** [rgadsby@collegeboard.org](mailto:rgadsby@collegeboard.org)  
and Annette Beamer, [abeamer@collegeboard.org](mailto:abeamer@collegeboard.org) in Western Regional Office