

North Carolina AP Partnership AP Summer Institute Scholarship Guidelines

1. Scholarships should be prioritized for teachers (*new or experienced*) planning to teach an AP course during the 2021–22 academic year. NCAPP’s mission focuses on helping provide post-secondary opportunities to underrepresented students. As recent studies have underscored that student success rates improve when students are taught by a teacher that looks like them, we encourage you to recruit AP teachers that are reflective of your student body.
2. Only one (1) scholarship per teacher should be awarded. Awarding multiple scholarships to the same teacher is NOT allowed as tuition for the additional course(s) will not be honored by the Partnership office. Please contact Kathleen Koch, kkoch@collegeboard.org, if there is an instance where an exception needs to be made for your district.
3. If a teacher received a North Carolina AP Partnership APSI scholarship in 2020 and was identified as a “no show” by the AP Institute, he/she does not qualify for a scholarship.
4. Districts will be provided with an award letter template to issue scholarships to selected teachers. This award notice will be needed by the teacher as proof of the North Carolina AP Partnership scholarship award when registering at their selected AP Institute.
5. Teachers must register with their selected AP Institute by the North Carolina AP Partnership registration deadline date of April 30, 2021. If a teacher fails to register with the AP Institute by April 30th, that teacher will be given a 48-hour grace period. If registration is not completed with the 48 hours, the scholarship will be forfeited, and the district will lose the allotment.
6. Teachers are not allowed to be placed on a waitlist if an APSI course is full at the time of registration. That teacher should select another course offering (location and/or date). If a teacher agrees to be placed on a waitlist or is unable to find another compatible course offering, the scholarship will be revoked to allow another teacher the opportunity.
7. Districts are required to provide teacher names and other requested information on the [Scholarship Award Form](#) no later than the partnership deadline date of April 30, 2021. Failure to submit the completed *Scholarship Award Form* prior to the deadline may result in withdrawal of scholarship allotments.
8. Once a scholarship is awarded to a teacher and they have registered at the AP Institute, the scholarship is non-transferable. Scholarships will not be honored if:
 - a. transferred to an institute location not listed on District *Scholarship Award Form* without notifying the North Carolina AP Partnership office first.
 - b. transferred to a teacher not listed on the District *Scholarship Award Form* without notifying the North Carolina AP Partnership office first.
 - c. APSI registration was changed to a subject not listed on the District *Scholarship Award Form* without notifying the North Carolina AP Partnership office first.
9. Granting of scholarships is at the discretion of the district and/or school. If a teacher leaves a district or school prior to attending an APSI, the district/school has the option to revoke the scholarship and award to another teacher. It is the responsibility of the district/school to communicate to the teacher upon leaving the district/school that they will also lose the scholarship award. Furthermore, the district will be responsible for notifying the North Carolina AP Partnership office of said change.
10. **Cancellations:** If a teacher is unable to attend the workshop, they must cancel the scholarship and notify the AP Institute registration **no later than 21 calendar days** prior to the workshop start date. The teacher must cancel in writing to the Partnership Office AND the APSI Director where they are registered in order to cancel registration. Please note that AP Institutes have their own cancellation policies and there may be a cost associated such as a penalty for cancellations outside of their posted deadlines.