**AP Research**

**Expert Advisor Form**

Dear advisor,

Thank you for your willingness to serve as an expert advisor for one of our AP Research students. These students are in the second year of the prestigious AP Capstone Program, which is administered by the College Board. Your insights are invaluable as students in AP Research may choose any topic that interests them, which limits the aid I can offer beyond the fundamentals of sound, ethical research practices. Please read the following information regarding what you may and may not do in regard to assisting the student in his/her endeavors carefully. Please also review student privacy laws (FERPA) using the link provided. If you have any questions now or in the future about your role or what is expected of our Capstone scholars, please contact me. Once again, thank you for your time and effort.

Ken Mosier

Instructor, AP Research

Siegel High School

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Murfreesboro, TN 37129

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**Expert advisers**

* when asked, should ask questions and provide feedback and guidance to students regarding their choice of research questions/project goals, data- or information- collection methods, and analysis strategies
* may hold individual work-in-progress interviews with students to discuss the progress of their papers or presentations, explore issues and/or discuss topics and perspectives, and question students as necessary
* may provide necessary background for a topic — including suggesting possible resources — so that students are not disadvantaged in their exploration
* may help students with the mechanics of the research process (e.g., strategizing to find answers to questions or helping them understand how to access resources)
* may provide general feedback to students about elements of their papers or presentations that need improvement
* may vary in number, according to the needs of the paper or presentation

**Expert advisers may not**

* generate research questions/project goals for students
* conduct or provide research, articles, or evidence for students
* write, revise, amend, or correct student work
* provide or identify the exact questions a student will be asked prior to his or her defense (i.e., students should be prepared to answer every one of the oral defense questions)
* provide unsolicited help (i.e., students must initiate conversations that call for expert adviser feedback, such as asking a question to which the expert adviser can then respond)

**Expert advisers may be drawn from**

* the faculty
* the community
* local or nonlocal businesses and industries
* higher education institutions

**Student Privacy Laws (FERPA)**: https://studentprivacy.ed.gov/training/school-volunteers-and-ferpa

Advisor Information

Name:

Business/Institution:

Role/Position:

Email: Phone: ( ) -

Mailing Address:

**I certify that I agree to help the student identified above in his/her research project associated with the AP Capstone program at Siegel High School. I further certify that I have reviewed and agree to abide by both the College Board’s standards regarding the role of an expert advisor and FERPA regulations regarding student privacy.**

 **Advisor Signature Date**