AP STYLE CHEAT SHEET

MONTHS | DATES | TIMES

Abbreviate months with six or more letters if they are used with a specific date. Spell out those with five or fewer letters.

Aug. 13 June 6 May 31

Spell out the month when it is used without a specific date.



I will graduate in December.

For days of the month, use only numerals. Do not use nd, rdor th.



Aug. 2 Sept. 3

Do not abbreviate days of the week. You usually do not need both a day of the week and a date.



Wednesday, Saturday The game is Sept. 15.

Use numerals, a space, lowercase letters, and periods for a.m. and □ p.m. Do not use extra zeros on times.

7 p.m. 10 a.m. 1:45 p.m.

Use noon and midnight rather than 12 a.m. or 12 p.m



We are having lunch at noon.

Style Guide For Dates And Times

Carol Righi, Janice James

Style Guide For Dates And Times:

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