

Advanced Placement Students and their Parent/Guardian,

For most students, taking an AP Exam serves as the natural culmination of their AP course experience. Advanced Placement courses prepare students for a comprehensive College Board exam given in May 2026. If you have colleges in mind, check with their admissions office to learn about their AP exam credit policies.

Registering for an AP Exam is a two-step process:

- 1. Join your class section through College Board (your teacher will help you with this in class).
- 2. Pay for your exam through <u>Total Registration</u>. This is done on your own, not in class.

Answer sheets will be pre-filled through College Board with the information you provide and confirm. Please make sure your information is accurate in College Board and Total Registration.

On our <u>AP website</u>, you will find exam dates and check-in times, the Fee Reduction Eligibility Form, and the Late Testing Order Form.

Please note, this is a <u>deadline driven process</u>. Make sure you are aware of and abide by the following key dates. We are unable to make exceptions for students that miss deadlines.

September 2 – October 31	Students join their class section in College Board
September 2 – October 31	Students pay for their exam through <u>Total Registration</u>
October 24	Final day to submit <u>Fee Reduction Eligibility Form</u> and <u>Late Testing Order Form</u>
October 31	Exam Registration Closes - \$110/per exam*
October 31	Last Day to Request a Full Refund
March 3	Last Day to Request a Partial Refund (\$40 fee - partial refund of \$70)
May 4 – May 8	1 st Week of AP Examinations
May 11 – May 15	2 nd Week of AP Examinations

^{*}All exams not paid in full by October 31st will be canceled and an exam will not be ordered.

Please reach out by email, phone or stop by the Guidance Office if you have any questions.