AP Exams at CC

Deadline to register for AP Exams is **October 20, 2023.**

To register in your classes

- Students must log on to myap.collegeboard.org to
 - Complete their registration information
 - If you already have a myap.collegeboard.org account from a previous year, then use your existing account, do not make a new one.
 - Use an email address that you regularly check. We recommend that you use your cchsrams email.
 - Use the Join Code that your AP teacher gave you to enroll in the course and to register for the exam. The join code will be found in your canvas course. Entering the join code will automatically register you to take the exam.
- More information can be found <u>here</u>.

Exam Only registration

• CCHS allows our students to take any AP exam that is offered. To register for an exam, please email <u>cmclean@centralcatholichigh.org</u> to request a join code.

Exam Fees, Billing, and Refund Policy

- This year the exam fee is \$98. The reduced fee is \$53.
 - To check if you are eligible to receive a reduced fee, please contact Lupe Tellez in the Business Office. Students who qualify for a reduced fee will automatically be given the reduction, there is no need to request it.
- Registered students will be billed \$40 for each exam on their November student bill. This \$40 is non-refundable, and covers the unused/canceled exam fee that the College Board charges if a student decides not to take the exam. The remainder of the fee, \$57 (or \$13 for those with a reduced fee), will be put on your May student bill.
- Students who cancel prior to October 20, 2023 will not be billed the \$40 fee.
- Students have until April 26, 2024 to choose to unregister from any or all exams. After April, students will be billed for the remainder of the AP exam fee regardless of whether or not they sit for the exam.

How to Unregister for an exam

- Print and fill out the <u>AP Exam Cancellation Form</u>
- The form must include a parent signature, and be turned in to the main office to be placed in Mr. McLean's faculty box.
- Emailed requests cannot be accepted.