



Mayde Creek High School's Advanced Placement Exam Registration

**Attention! Student and guardians should complete this registration/enrollment together.
Complete the registration process that starts below.**

2021-2022 AP (Advanced Information) Exam Information UPDATED 08.23.2021

Students enrolled in AP classes are strongly encouraged but not required to participate in AP Exams.

FALL

REGISTRATION:

Registration & Payment begins on *September 27, 2021, at 7:00 am and ends on October 24, 2021, at 11:59 pm*. Students who are enrolled in an AP class during the fall semester (for yearlong or fall semester only classes) and want to take the AP exam for that specific class **MUST** register and submit payment to take AP exams by the deadline, October 24th at 11:59 pm. This includes Miller, approved homeschool and KVS students as well as summer KVS students.

Students taking one -semester spring courses will register and pay during the spring Registration- see **SPRING REGISTRATION** (example: Microeconomics or government in spring semester)

SPRING

REGISTRATION:

Registration & Payment for *spring semester only classes begin on January 14, 2022, at 7:00 and ends on February 13, 2022, at 11:59 pm*. Students who are enrolled in a spring semester only AP class and want to take the AP exam for that specific class **MUST** register and submit payment to take AP exams by the deadline on February 13, 2022, at 11:59 pm. This includes Miller, approved homeschool and KVS students.
*There is no late registration for spring semester only classes. All registration will end February 13, 2022, at 11:59 pm.

Students taking one-semester **spring courses will register and pay for exams starting January 14, 2022, at 7:00am**. They will receive the spring join code from their AP teacher in January once the course begins and not before.

LATE

REGISTRATION:

Late registration and payment for full-year classes and fall semester only classes begin on January 14, 2022, at 7:00 am and ends on February 13, 2022, at 11:59 pm. Students who were enrolled in a full-year class or fall semester only AP class during the fall registration period but did not make the fall registration deadline may complete the "Late Registration (and payment)" during this time for an additional \$40 late fee per exam. All registration will end February 13, 2022, at 11:59 pm.

PAYMENT:

(1) Students join the class section within their personal College Board account prior to sending Total Registration payment (see page 2's **REGISTRATION INFORMATION** for more details).

(2) Submit payment within Total Registration for ALL AP College Board exams at: (
<https://user.totalregistration.net/AP/443426>

*NOTE: AP tests are ***only*** ordered when payment in full has posted within Total Registration. Clicking 'yes' within College Board account does not mean a test is ordered. The ***only*** way an AP test is ordered is if payment for the AP test has cleared within Total Registration

COST:

\$100 per AP Exam (includes a \$4 Total Registration processing fee per exam).
\$150 for AP Capstone Exams (includes a \$6 Total Registration processing fee per exam). This year, AP testers may make a partial minimum payment of \$40 per exam (plus an additional \$2.75 processing fee per partial payment but not at Final Balance payment) charged by Total Registration. *Those making minimum payment need to make the Final Balance payment before October 24, 2021, at 11:59 pm. Failure to do so will result in tests ***not*** ordered.*

**FREE/REDUCED
INFORMATION:**

Students enrolled and qualifying for Free/Reduced lunch may apply for fee waivers during the exam registration process to reduce the cost of their exams. *****This is marked by the student within Total Registration.*** His/her registration will be put on hold in Total Registration until the request for a fee waiver is verified. The fee will be **\$17 per exam for Free/Reduced lunch registration** (plus Total Registration's convenience fee). **AP Capstone exam fee is \$65.00** (plus Total Registration's convenience fee). Students in special economic circumstances (Free and Reduced Lunch) **MUST** identify that need during Total Registration payment window. All requests for fee waivers must be made **during the registration period for the exams** to ensure proper arrangements are made for the student.

REFUNDS:

No Refunds will be given after the registration deadlines (October 24th, 2021, for full year and fall courses or February 13th, 2022, for spring courses) except in the following circumstances:

Grade 12: Extended deadline of April 14, 2022. Seniors who have been admitted to a college and who have documentation that the college will not accept their senior year AP exam scores for credit, will submit in writing, addressed to the attention of the campus AP, a request and documentation to the Counseling Office by April 14, 2022, BEFORE 3 PM to cancel the exam and receive a refund of \$60 (Total Registration's convenience fee and if making partial payment - are deducted). ***Check with your college or university before registering for an AP exam.***

EXAM SCHEDULE:

AP Exams are scheduled for the weeks of May 3rd – 7th and May 10th – 14th. The campus will determine the most appropriate schedule to accommodate any exam conflicts. Alternate exams are administered May 18th – 20th and provided for overlapping conflict exams determined by the campus.

ACCOMMODATIONS:

Students in need of testing accommodations must adhere to the College Board timeline for these requests. FIRM deadline before: January 14, 2022. Please take care of this important matter in a quick and timely fashion. Please contact College Board for

application request questions: Phone: 212-713-8333. College Board response for approved accommodations must be submitted to the campus AP Coordinator no later than January 14, 2022, so that orders can be made for specific accommodation needs.

AP Exam Payment Information

End of Course AP Exam

UPDATED 08.23.2021

General Exams

\$100.00	Per Exam if paid in full (\$96 per test plus \$4 convenience fee from Total Registration).
\$2.75 per partial payment processing fee.	<p>Charged <i>per payment</i> if making partial payments</p> <p>(If minimum payment = \$40 (includes a \$2 convenience fee Total Registration, plus an additional processing fee of \$2.75 Therefore, 40+2.75 = \$42.75.) (Final payment will be \$60.00 which includes the other \$2 convenience fee from Total Registration's original \$4 paid during the full payment.)</p> <p>**If making <i>several partial payments</i>, then a \$2.75 processing fee will also be added for each partial payment. Then during the Final Balance payment, one will not receive a processing fee.</p>

AP Seminar or AP Research Exams

\$150.00	Per Exam if paid in full (\$144 per test plus \$6 convenience fee from Total Registration).
\$2.75 per partial payment processing fee	<p>Charged <i>per payment</i> if making partial payments</p> <p>(If minimum payment = \$40 (includes a \$3 convenience fee Total Registration, plus an additional processing fee of \$2.75 Therefore, 40+2.75= \$42.75) (Final payment will be \$110.00 which includes the other \$3 convenience fee from Total Registration's original \$6 paid during the full payment.)</p> <p>**If making <i>several partial payments</i>, then a \$2.75 processing fee will also be added for each partial payment. Then during the Final Balance payment, one will not receive a processing fee.</p>

Fee Reduction

\$25.00	General Exam/s
\$73.00	AP Seminar or Research Exam

Other Fees

\$40.00	Late Registration <i>January 14, 2022, at 7:00 am and ends on February 13, 2022, at 11:59 pm</i>
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