

Dear Parent/Guardian,

You are receiving this letter because your student is enrolled in one or more Advanced Placement (AP) course(s) at Memorial High School. Advanced Placement provides students the chance to tackle college-level work while they are still in high school and earn college credit and placement.

Your student will take an AP exam in each AP course in which they are enrolled. AP exams are taken in May of each school year. Each exam costs \$90 for students not on free and/or reduced lunch status and \$10.00 for students on free and/or reduced lunch status. Students not on free and/or reduced lunch status receive a discount if they are taking more than one exam (see chart below). If you would like to apply for a scholarship or payment plan, you will be directed to do so in the Memorial Registration form (link below).

This year, due to COVID-19, we do not know yet if those exams will be in person or online, but this year the \$40.00 cancellation or unused test fee has been waived. Below is important information about payments, fees, refunds, and registration for this year.

- The deadline to register for the exam(s) is November 9th.
- The deadline to pay for the exam(s) is December 20th. If you are using a payment plan the deadline is March 1st.
- Registering for an exam after November 9th incurs a \$40.00 late charge in addition to the cost of the exam(s).
- Students who have registered and paid but cancel BEFORE November 9th will receive a full refund.
- Students who have registered and paid but cancel AFTER November 9th will not receive a refund.
- Students who have registered and paid, but do not take the exam will not be issued a refund for the exam(s) but will not be charged the \$40.00 missed exam fee.

Steps to Complete to Register and Pay:

1. Access www.myap.collegeboard.org and indicate their intent to take the AP exam for each of their courses. Contact your teacher if you need assistance with this.
2. Register for the exam with Memorial using this link: [Memorial HS AP Exam Registration](#)
3. Pay for your exam fee(s) by going to <https://tulsaschools.revtrak.net/>
 - a. click on High Schools
 - b. click on Memorial High School
 - c. on the left you will see AP Tests.
 - d. Contact Mrs. Koch at kochca@tulsaschools.org with any payment related questions or problems.
4. Complete the TPS Lunch Application if you have not already by using the link below.

[Meal Application](#)

If you would like to apply for financial assistance because you do not qualify for Free and Reduced Lunch status, the application is a part of the Memorial Registration in step 2 above.

2020-21 Exam Dates / Times				
Mon, May 3	Tue, May 4	Wed, May 5	Thu, May 6	Fri, May 7
8:00 AM US Gov & Pol	8:00 AM Calc AB Calc BC	8:00 AM English Lit & Comp	8:00 AM US History	8:00 AM Chemistry
Mon, May 10	Tue, May 11	Wed, May 12	Thu, May 13	Fri, May 14
8:00 AM World History	12:00 PM Latin	8:00 AM English Lang & Comp	8:00 AM Comparative Gov & Pol 12:00 PM Statistics	12:00 PM Environmental Science

Exam Costs: Students who have not paid their exam fees by December 20th will receive a hold on their school account. Students will not be able to receive their diploma or transcript until payment has been received.

Number of Exams	Non-Free & Reduced Lunch Cost	Free & Reduced Lunch Cost
1 exam	\$90.00	\$10.00
2 exams	\$140.00	\$20.00
3 exams	\$210.00	\$30.00
4 exams	\$280.00	\$40.00
5 exams	\$350.00	\$50.00

If you have any questions, please reach out to your students AP Teacher or me, Michelle Brown at brownmi4@tulsaschools.org

English Literature & Composition	Sommer Baker	bakerso@tulsaschools.org
English Language & Composition	Amy Smith	smitham@tulsaschools.org
Latin	Laurie Motto-McIntosh	mottola@tulsaschools.org
World History / US Gov & Pol	Keith Hanson	hansoke@tulsaschools.org
US Gov & Pol / US Comp Gov	Jennifer Howland	howlaje@tulsaschools.org
Calculus AB / Calculus BC	Russell Pascarella	pascaru@tulsaschools.org
Statistics	Merrie Wolf	wolfme@tulsaschools.org
Enviro Science	Amy Cook	cookam1@tulsaschools.org
Chemistry	Brenda Hewitt-White	hewitbr@tulsaschools.org