

September 2020

ADVANCED PLACEMENT EXAM REGISTRATION PROCESS

Concord High School



Dear AP Student & Parent/Guardian,

Registration to sign up for Advanced Placement exams begins **Monday, September 14th**.

New Registration Process: To complete the two-part registration process, all students must complete these steps to ensure that College Board processes your exam order.

1) Register for AP Exams on Total Registration(TR):

<https://user.totalregistration.net/AP/50657>

- Pay at the time of registration or by the payment deadline, **Mon, Nov 2, 2020**.
- Obtain your AP Class Join Code(s) to join on MyAP (Found in TR's Confirmation PDF or under "Account History")

TR will collect your test fees, payable with a credit or debit card, or by mailing a personal or cashier's check, or money order to TR along with a copy of your test Confirmation Page.

2) Log in to MyAP: myap.collegeboard.org

- Join AP Class with the join code (If your teacher already had you join at the start of the year, log in and check that you have "Yes" for the exam in MyAP.)

Exam cost: **\$99.00** per exam when you register between **September 14 – October 30, 2020**. (You are highly encouraged to register early.)

Reduced Fee: Eligible students must use the same TR website to pay **\$5.00** per test. You must register between **September 14 and Oct 30, 2020**. To determine eligibility, complete the free/reduced lunch application at the [MDUSD Nutritional Services website](#). Your College & Career Advisor will get in contact with you if further documents are needed to confirm eligibility.

SSD: All accommodation requests and documentation must be submitted to College Board no later than **January 15, 2021**. Make sure that accommodations are up to date if you have been previously approved. **It is recommended that you start this process as soon as possible.**

More than One Exam Window: Due to the possibility of continued social-distancing protocols enforced in May, there may be more than one exam window to be able to accommodate all students. Groups will be determined based on registration date and proctor/room availability. College Board will have more information for us in early 2021.

YOUR COLLEGE & CAREER ADVISOR

Ms. Sheila Bergum

Please contact her with any questions.