

**ADVANCED PLACEMENT EXAM  
REGISTRATION PROCESS  
Concord High School**



Dear AP Student & Parent/Guardian,

AP Exam Registration begins **Monday, September 11.**

**Two-Part Registration Process - Register/pay on Total Registration & Join Exams on MyAP College Board:**

Registering students **must complete** these 2 STEPS to ensure that College Board processes your exam order. **PLEASE NOTE: If you do not do the 2 steps exactly as instructed below, your registration can not be processed and will be cancelled.**

**1) Register for AP Exams on Total Registration(TR): <http://www.TotalRegistration.net/AP/050657>**

- Pay at the time of registration or by the payment deadline, **Thursday, Nov 2, 2023.**  
(Payable by credit or debit card, or by mailing a personal or cashier's check, or money order to TR)
- Obtain **Exam** Join Code(s) to join on MyAP (Found in TR's Confirmation PDF or under "Account History". Your teacher will NOT have the exam join code.)

**2) Log in to MyAP and Join Exam: [myap.collegeboard.org](http://myap.collegeboard.org)**

- Join Exams with the exam join code(s) from Total Registration

REGISTRATION DATES	COST
Monday, Sept 11 - Tuesday, Oct 24, 2023	\$103 per exam
Wednesday, Oct 25- Tuesday, Oct 31, 2023 (with Late Registration fee-\$40)	\$143 per exam

Note: You do not have to pay at the time of registration. You have until November 2nd to make your payment, so registering early is **highly encouraged** to avoid the late fee!

**Reduced Fee for Eligible Students:**

To determine eligibility, please submit an **Alternate Income Form**. This form can be completed on [AERIES Homelink](#) or your school office can provide a paper copy for submission. More detailed information can be found on the [MDUSD Food & Nutrition Services website](#). Your College & Career Advisor will get in contact with you if further documents are needed to confirm eligibility

REGISTRATION DATES (For Eligible Reduced Fee Students)	COST
Monday, Sept 11 - Tuesday, Oct 31, 2023	\$5 per exam

**SSD:** All accommodation requests and documentation must be submitted to College Board no later than **Thurs, Jan 18, 2024**. 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.**

**High-Enrollment Exams (Calculus, English Language, Psychology, Spanish Language, Euro/US/World History):** Due to Willow Creek Center's maximum capacity and College Board's policies, these exams may be split into a 2<sup>nd</sup> location to be able to accommodate all students. Groups will be determined on various factors like room availability and school location.

Please contact your College & Career Advisor and VP with any questions.

Mrs Sheila Bergum, [bergums@mdusd.org](mailto:bergums@mdusd.org)/ Ms Nashon Williams, [williamsn@mdusd.org](mailto:williamsn@mdusd.org)