



August 2025

Dear Advanced Placement Students & Parents/Guardians:

This letter will provide you with the necessary information regarding the 2026 Advanced Placement exam schedules, procedures, and protocols. Please review all the information shared below to ensure the proper completion of your registration. For the 2026 Advanced Placement examinations, the cost will be \$104 per exam.

Registration Timelines:

Semester 1 Registration Dates

Aug. 22, 2025	Registration opens for Hempfield students in a first-semester AP course.
Oct. 31, 2025	Last day for students in a first-semester AP course to register for exams
Nov. 14, 2025	This is the last day to get a full refund for first-semester AP Exams
Nov. 15, 2025	Any registrations after this date will incur an automatic \$40 late fee
Nov. 15, 2025	AP exams for first-semester courses that are not paid in full by this date will be canceled, and exams will not be ordered.

If you are taking AP Art, AP Biology, and AP Chemistry Exams, which are full-year courses, you must register for the exam at the first-semester deadline of October 31st.

If you are taking Calculus BC, do not register for Calculus AB. Only register for Calculus AB if you intend to take the Calculus AB Exam. Calculus BC will be registered in Semester 2.

Registration Timelines Cont:

Semester 2 Registration Dates

Jan. 20, 2026	Registration opens for Hempfield students in a second-semester AP course
Feb. 28, 2026	Last day for students in a second-semester AP course to register for exams
Mar. 12, 2026	This is the last day to get a full refund for second-semester AP exams
Mar. 13, 2026	You can not register for an AP exam past this date, even with a late fee.
Mar. 13, 2026	AP exams for semester 2 courses that are not paid in full by this date will be canceled, and exams will not be ordered.

Students who register for an exam and then “no-show” for the exam will be required to pay an additional \$40 Unused/ canceled exam fee, as well as forfeit their Exam registration fee. If this fee is not paid, it will be placed as an obligation for graduation.

Continue to next page for Registration Process

Exam Registration Process:

Hempfield High School requires students to complete a two-step process for registering for exams.

Step 1- Register through Total Registration. Total Registration is the system of payment and information sharing utilized by HHS to collect funds and share *JOIN CODES*. A *JOIN CODE* is the code needed to sign up and “join” an AP Test and Classroom.

Step 2- Register for AP Exams- Students interested in taking an AP Exam will then register for their class through The College Board website. In order to do so a student will have to use a previously established College Board account or create a new account. Once in the College Board account a student can use the *JOIN CODE* obtained through their Total Registration account to register for their exams. The *JOIN CODE* will also allow students to access resources for their coursework as well as tools to enhance their AP experience and better prepare them for the exam.

***NOTE** When creating a College Board Account and Total Registration Account, **DO NOT USE YOUR HHS EMAIL ADDRESS**. Use a personal email, as your school email will not receive outside communications.

Exam Payment Process:

As mentioned above Hempfield utilizes a separate process for payment for AP exams. The payment service is called Total Registration and a payment link will be shared by the AP instructor. Again, when setting up this account use a personal email address.

Total Registration Link - www.TotalRegistration.net/AP/392140

*** Students are required to pay for the exam; otherwise their exam will not be ordered. Solely registering for the exam on the College Board’s website DOES NOT guarantee an exam will be ordered **PAYMENT MUST FOLLOW BY SET DEADLINES. ***

Each AP Exam costs \$104. Payment may be made by credit card, check or money order through Total Registration. **NO PAYMENT WILL BE ACCEPTED BY Hempfield High School.**

Financial Assistance: Students who qualify for financial assistance through free and reduced lunch can have up to two exams paid for with the remaining exams supplied at a reduced rate. You would indicate this in total registration and then a verification process will take place. If you cancel an exam after the ordering deadline, you will be responsible for the \$40 cancellation fee.

2026 AP EXAM SCHEDULE:

Week 1	7:30 AM	11:30 AM	Late Afternoon
Monday, May 4th	Biology	Microeconomics	
Tuesday, May 5th	Chemistry Human Geography	U.S. Gov. and Politics	
Wednesday, May 6th	English Lit. & Comp.	Comparative Gov. and Politics	
Thursday, May 7th	World History: Modern	Statistics	
Friday, May 8th	U.S. History	Macroeconomics	<i>Art and Design Should Submit three portfolio components by 8 p.m.</i>
Week 2	7:30 AM	11:30 AM	Late Afternoon
Monday, May 11th	Calculus AB Calculus BC	Music Theory	
Tuesday, May 12th	French Lang. and Culture Precalculus.	Psychology	
Wednesday, May 13th	English Language and Comp.	Physics C: Mech.	
Thursday, May 14th	Spanish Lang. and Culture	Computer Science Principals	
Friday, May 15th	Environmental Science	Computer Science A	

Note about exam timing: You are required to report to the testing site at 7:30 a.m. for a morning exam, and 11:30 a.m. for an afternoon exam. Students may not be dismissed until an exam has officially ended. If you play a sport or have a job, it is your responsibility to inform your coach or employer of your AP Exam obligation, and arrangements should be made accordingly.

Many afternoon AP Exams will NOT end in time for dismissal, alternate transportation arrangements will need to be made. The School is not required to provide transportation in these situations.

Testing Day Conflicts: Please communicate with the AP Coordinator if a conflict arises with testing dates. This must be done to evaluate options for exam completion. Waiting may result in the inability to take an exam and the loss of examination fees.

Make-up Testing: The following are approved reasons to schedule a makeup AP exam outside of the normal testing window: two AP exams during the same exam block, serious illness, family tragedy, and sports or academic competition. In the case where a student misses an exam due to illness, a doctor's note must be provided. If scheduled for two exams during the same block, students should notify the AP Coordinator at registration.

Exams Not Listed Above: Students must contact AP Services (888-225-5427) prior to registration deadlines to be put in touch with AP Coordinators at schools that are willing to test students from other districts. Students should notify the Counseling Office as soon as possible if testing at another location.

Exam Location: Room assignments will be shared in April 2026.

Special Testing Accommodations: Students with documented disabilities who do not already have accommodations approved by The College Board **must submit their request by 01/16/2026**. Students should contact the Counseling Office or the 12th Grade Principal's Office for information on requesting accommodations well in advance of this deadline.

Questions?

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