



2025-2026 MARSHFIELD HIGH SCHOOL ADVANCED PLACEMENT (AP) NEWSLETTER



SEPTEMBER 2025

Students may take an AP Exam in May 2026 to have the possibility of earning college credit. AP exams are scheduled for the weeks of May 4th and May 11th. Alternate testing will occur from May 18th through May 22nd for students who have approved conflicts. AP students and parents need to know several things, in addition to having a few tasks to do this fall to be prepared for AP classes and exams. Do not worry, this should take less than 10 minutes!

First, students must have an on-line College Board Account. Some students may already have an account. Your same College Board account login is used for PSAT, SAT and AP, so if you have ever created an account for one of these or created an AP account last school year, you have it done. Please **DO NOT create a second account**. If you do, it could prevent your SAT scores and/or AP scores from going to the correct college. You can create an account or verify that you have an account at www.collegeboard.org. Here are some helpful hints for setting up your account or verifying the information if you already have an account:

- [Instructions: How to Join AP Classroom](#) (click the link for directions)
- The students must have their own email address associated with their account. We recommend that you do **NOT** use your MHS email address. Also, do not use a parent's email address. If you already created an account using one of these unadvised emails, please go to your profile and correct this.
- If you have problems accessing your account, please contact the College Board at 888-225-5427. High Schools are not linked to the accounts, so we (staff) cannot help with login issues.
- Please keep your College Board login somewhere safe and where you can find it easily. This may be in your phone or iPad – in the notes or a photo of the username and password. You will use this multiple times in high school, so you will want to remember it.

AP Exam Fees – Each exam is \$99, and AP exam fee(s) for year-long and or semester-one only AP classes are due by **October 31st**. ALL FEES MUST BE PAID IN FULL. The on-line order form will be available for families to register and pay for exams starting September 29, 2025. We will utilize *RevTrak* once again to submit exam payments; families qualifying for free/reduced price lunch can have their AP exam fees waived once status has been confirmed.

AP exam registration will follow the process listed below:

Step 1: Students must have a College Board account and must have joined the AP classroom for each of their AP classes using the **join code** provided by their AP Teacher at MHS. Parents should verify that their student has joined AP Classroom for the exam(s) they wish to take; if the student has not joined AP Classroom for a particular exam, no AP Exam can be ordered for the student.

Step 2: Pay AP exam fee by the due date. Options for paying are online using *RevTrak*, pay by check to the HS office or pay by cash to the HS office. *RevTrak* is accessible by clicking [here](#).

Late and Cancellation Fees – AP Exams for year-long courses, AP self-study or AP classes taken only in the first semester are ordered in October 2025. AP Exams for classes that start in 2nd semester will be ordered in February 2026, with a deadline of February 27, 2026. If anyone decides to order an exam after those dates, there is a \$40 fee in addition to the regular exam fee. No exams can be ordered after March 2026. Should a student not take the exam for any reason after the final order has been placed, parents/students are responsible for a \$40 unused/cancellation fee.



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Exam Fee Support – If you are eligible for free or reduced-price lunch, exam fees can be waived; please complete the waiver form by clicking [here](#). Please note, you must apply for this lunch program each school year. If you qualify for an exam fee waiver but order an exam late or cancel an exam, you are responsible for the \$40 per exam charge. We recommend students eligible for exam fee waivers who are paying only the \$40 late fee to pay that fee by cash or check in the high school counseling office.

Some frequently asked questions about AP Exam Scores...

Have you checked your AP scores?

The College Board reports AP scores exclusively online. Students must log in to their AP account and enter the proper identifying information to view their scores. Students who want to check their scores may do so at <https://apscore.collegeboard.org/scores>. Once students can view their scores, their score report should list ALL the AP scores they have earned during their high school career. If a score report does not show all the scores, it is likely that there is a problem with the student's identifying information that has prevented all the scores from being consolidated. Students having either account or score problems must call 888-225-5427 to speak with a College Board representative.

How much credit will you receive from a college for your AP scores?

Each college has its own unique policy for accepting AP credits. If you have AP scores, it is a good strategy to review the AP policies for the colleges you are interested in. These can vary by each school. The amount of credit you can receive from your AP scores may be a crucial factor in the college selection process. You can generally find a college's AP credit policy on each college's website, or you could contact the admissions office and request a copy be mailed to you. The University of Wisconsin HELP website <https://uwhelp.wisconsin.edu/prep-for-college/credits/> provides this information for public universities in Wisconsin. Also, college AP credit policy information can be viewed on the College Board website <https://apstudent.collegeboard.org/creditandplacement/search-credit-policies>. Many technical colleges also grant credit for AP test scores. Contact an admission official at the technical college you are interested in to find out which exams might give you credit. Remember, even if you will not receive credit for your scores, your participation in the rigor of an AP class or classes will help you in the college admissions process. College success research clearly shows that your participation in an AP class will also improve your chances of success in college.

Please let me know if you have any questions regarding AP Exam Registration and Ordering...thank you.

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