

**Registration for AP Exams takes place during the fall of each school year.  
The deadline for students to register for AP Exams for the 2024-2025 school year is  
Friday, November 8, 2024.**

### **REGISTRATION PROCESS FOR STUDENTS**

#### **STEP 1 - Join the AP Classroom for your AP course → Automatically registers you for the AP Exam**

- **Create a College Board account OR sign in to your existing account** at <http://myap.collegeboard.org>.  
**NOTE: If you have an account, DO NOT create a new one.** If you cannot remember your username/password, or the email you used to initially set up your account, the fastest way to resolve this is to call College Board: 888-225-5427. You do not want to have two accounts associated with your name, it causes issues with score reporting.
- **Enter the JOIN CODE for your AP course from your AP teacher**
- **Joining the AP Classroom AUTOMATICALLY registers you for the AP Exam (this is new this year)**
- **Complete opt-out Google Form from Mrs. Greenwood for any AP Exams you do not wish to take**

#### **STEP 2 - Payment for AP Exam(s) - Online through Infinite Campus Parent Portal**

- AP Exam fees will be added to the Parent Portal of Infinite Campus **after the registration deadline (November 8th, 2024)**
- Each AP Exam is \$100

#### **PLEASE NOTE:**

- The AP Exam order processes on November 15th. If you wish to cancel an AP Exam AFTER November 15th, there is a \$40 cancellation fee (from College Board) - you will receive a partial refund.
- Late registration is possible, but exams ordered after November 15th incur a \$40 late registration fee, making the total \$140 for an AP exam ordered after the registration deadline. [AP Exam Fees and Policies](#)
- 2nd semester AP courses - AP exam registration and payment will happen in March.

#### **Payment Directions:**

- Log in to the Parent portal of Infinite Campus (after November 8th)
- Click on "More" on the left hand side
- Click on "Online Payments"
- Select your students name
- Select AP EXAMS to pay for your exams.

**Please consider all deadlines and fees as you make exam decisions.** If there are financial barriers/concerns you have or if you have any questions about AP Exams, please contact Mrs. Greenwood in Counseling at [pgreenwood@parkwayschools.net](mailto:pgreenwood@parkwayschools.net).