

REGISTRATION FOR ADVANCED PLACEMENT (AP) EXAMS 2018

Registration for 2018 AP Exams opens Wednesday, February 14 and ends on Friday, March 9, 2018.

COMPLETING THE REGISTRATION PROCESS

The registration form may be completed online; however, the registration process is not complete until the registration form **and** payment or proof of payment (if paying via PayPal) is submitted to Connie Goettee in the Career Resource Center (located in the school library). **In order to receive a weighted grade for an AP course, students must take and pay for the AP Exam(s) in the spring.**

PAYMENTS

The cost for AP Exams this year, as set by the College Board, is **\$94.00 for each exam. No cash will be accepted. Please make checks or money orders payable to Los Alamos Public Schools. Payment may also be made online via PayPal.** To utilize this feature, go to the Los Alamos High School website under Paying Fees and Fines. Scroll down to the AP Exam payment option. You must submit a copy of your PayPal receipt with your registration form as proof of payment.

FINANCIAL ASSISTANCE

Students in need of financial assistance may be eligible for subsidies through the Every Student Succeeds Act (ESSA). Please refer to the Bulletin for AP Students and Parents 2017-18 for more information or contact Mrs. Goettee.

CANCELLATION AND LATE FEES

There will be a \$15.00 fee charged for cancellation and withdrawal from each test once the order has been placed (March 14, 2018). Any late orders (April 13, 2018) will be assessed a \$55.00 late fee by the College Board. Students who decide to not take an AP exam are required to complete an AP Exam Exemption Form.

EXAM SCHEDULE

AP Exams will be administered the weeks of May 7 and May 14, 2018. The schedule is posted in the Career Resource Center and will also be available on the LAHS website.

ALTERNATE/LATE-TESTING EXAM SCHEDULE AND FEES

Alternate testing dates for 2018 are Wednesday, May 23; Thursday, May 24; and Friday, May 25. Students who require alternate testing dates due to conflicts with school-related events must pay an additional \$45.00 per exam, for a total cost of \$139 per exam. These students are not charged the \$15.00 cancellation fee if they qualify for an event after the order has been placed.

Late testing will not be permitted for any commitments not directly related to a school-sanctioned activity. Athletes should not order alternate exams until they are certain they have qualified for a school-sanctioned activity.

Late testing is allowed under the following circumstances:

No Additional Fee Incurred

- Conflict with IB exam
- Conflict with state-, province- or nationally mandated test
- Disabilities accommodation issue
- Emergency: bomb scare or fire alarm
- Emergency: serious injury, illness or family tragedy
- Language lab scheduling conflict
- Religious holiday/observation
- School closing: election, national holiday or natural disaster
- Strike/labor conflict
- Three or more AP Exams on same day
- Two AP Exams on same date and time

Additional Fee Incurred: \$45 per exam

- Academic contest/event
- Athletic contest/event
- Conflict with non-AP and non-IB exam
- Family/personal commitment
- Ordering error
- Other school event
- School closing (local decision, non-emergency)

DEADLINE

Please return your completed registration form with payment or proof of payment if using PayPal to Mrs. Goettee in the Career Resource Center by 3:00 pm on Friday, March 9, 2018. Any registration forms received after this date will be subject to a late fee.

QUESTIONS

Please see Mrs. Goettee in the Career Resource Center with any concerns or questions; these will be held in strict confidence.

AP EXAM REGISTRATION 2017

Student's Name		Date
Home Phone		Cell Phone
		Grade
Email Address		
I am registering for the following AP Exams, at a cost of \$94.00 per exam (check all that apply):		
8:00 AM		12:00 PM
Monday, May 7, 2018		
<input type="checkbox"/>	Chemistry	<input type="checkbox"/>
		Psychology
Tuesday, May 8, 2018		
<input type="checkbox"/>	Spanish Language & Culture	<input type="checkbox"/>
		Art History
		Physics 1
Wednesday, May 9, 2018		
<input type="checkbox"/>	English Literature & Composition 12	<input type="checkbox"/>
		Japanese Language & Culture
		Physics 2
Thursday, May 10, 2018		
<input type="checkbox"/>	United States Government & Politics	<input type="checkbox"/>
		Chinese Language & Culture
		Environmental Science
Friday, May 11, 2018		
<input type="checkbox"/>	German Language & Culture	<input type="checkbox"/>
		Studio Art: 2-D Design*
<input type="checkbox"/>	United States History	<input type="checkbox"/>
		Studio Art: 3-D Design*
		Studio Art: Drawing*
Monday, May 14, 2018		
<input type="checkbox"/>	Biology	<input type="checkbox"/>
		Physics C: Mechanics**
<input type="checkbox"/>	Music Theory	<input type="checkbox"/>
		Physics C: E & M (2:00 PM)**
Tuesday, May 15, 2018		
<input type="checkbox"/>	Calculus AB***	<input type="checkbox"/>
		French Language & Culture
<input type="checkbox"/>	Calculus BC***	<input type="checkbox"/>
		Computer Science A
Wednesday, May 16, 2018		
<input type="checkbox"/>	English Language & Composition 11	<input type="checkbox"/>
		Italian Language and Culture
		Macroeconomics
Thursday, May 17, 2018		
<input type="checkbox"/>	World History	<input type="checkbox"/>
		Statistics
Friday, May 18, 2018		
<input type="checkbox"/>	Human Geography	<input type="checkbox"/>
		European History
<input type="checkbox"/>	Microeconomics	<input type="checkbox"/>
		Latin
Total Number of Exams		
Cost per Exam		Total Amount Due (check or PayPal)
X \$94		

Notes:

*May 11 is the last day to submit completed portfolios.

** Students must take and pay for both Physics C: Mechanics and Physics C: Electricity and Magnetism exams.

***Students may not take both Calculus AB and Calculus BC exams in the same year.

Students who require fee reductions should contact Mrs. Goettee directly.

Students who have two exams scheduled at the same time must see Mrs. Goettee to register one exam for the alternate testing date (no additional fee).