**2017 Advance Placement Exams**

 **Registration is online at** [**www.andersoncounselingcenter.weebly.com**](http://www.andersoncounselingcenter.weebly.com)

**Who All AP Students**

**When**  **May 1st -May 12th**  (see schedule on back)

 Morning exams begin promptly at **8:00a.m.**

Afternoon exams begin promptly at **12:30p.m.**

**If you arrive after the exam has started, you will not be allowed to enter and will not receive a refund.**

**Where At L.C. Anderson High School**- exact locations will be posted in mid-April.

**How Much** **$93.00 per exam if paid during regular registration**

 **Free and Reduced - $7.00 per exam**

 Payment Plans are available through the online registration.

**Registration** **Register online at** [**www.andersoncounselingcenter.weebly.com**](http://www.andersoncounselingcenter.weebly.com)

 **January 9th - March 7th**

 **No registration will be allowed after March 7, 2017 at 11:59 pm.**

**Payment** Payments will be made either by credit card online or mailed to Total Registration. Please have your credit/debit card with you before beginning the registration process. **Payment Plans** are available through Total Registration (partial payments will incur a $2.75 fee for each partial payment).

All payments MUST be received by Thursday, April 6, 2017 at 11:59 pm. Payments made after Thursday, April 6, 2017 will incur a $55 late fee per exam. If payment and late fee are not received by Thursday, April 13, 2017 at 11:59 pm, your test(s) will be cancelled.

 **We strongly recommend that parents and students are present while registering to ensure that the correct exams are ordered.**

**Test Cancellations** You may cancel an exam up until Friday, April 28, 2017 at 11:59 pm. All cancellations after March 7, 2017 at 11:59 pm will incur a $15 cancellation fee per exam.

**Other Information IB Students –** It is YOUR responsibility to be aware of AP and IB test date conflicts and the dates of the late AP tests you will be taking. You must accurately enter the IB Exams you are taking in the Total Registration system in order for the AP test coordinator to assign you to the late AP Test.

**Pre- Administration** All students must fill out the information portion of their answer sheet at a pre-administration session held during late start April 6, 2017 (at either 8:00am or 9:00am). You will register for a pre-administration session when you register for your exams. **This session is mandatory!**

**Need Help** If you have questions about the exams, please discuss these with your AP teacher and look in the Bulletin for AP Students and Parents 2016-2017 or at the information provided at this website: [www.collegeboard.com/student/testing/ap/about.html](http://www.collegeboard.com/student/testing/ap/about.html).

If you have questions about how colleges award college credit for AP exams you can visit [www.collegeboard.com/ap/creditpolicy/](http://www.collegeboard.com/ap/creditpolicy/).

**Accommodations** Students who currently receive school accommodations do not automatically receive their accommodations for AP testing. Students who receive school accommodation must make an official request through College Board by February 17, 2017. To start the process you will need to submit a consent form for accommodations request. These forms can be found in the counseling office. For information about eligibility visit the services for students with disabilities page at: [www.collegeboard.org/students-with-disabilities](http://www.collegeboard.org/students-with-disabilities)

**Absences Policy** Late exams are primarily used for students with IB testing conflicts. Not all absences will be accepted for a late exam. In order for us to consider an absence, documentation from a medical doctor is required with cause of absence clearly stated on the notice.