

**AP EXAM REGISTRATION AT GARFIELD**

*IMPORTANT DATES*

* **NOVEMBER 12:** LAST DAY TO REGISTER FOR AP EXAM
* **JANUARY 8:** [SSD ACCOMMODATIONS](http://collegeboard.org/ssdonline) REQUESTS DUE
* **FEB 1-MARCH 5:** PAYMENT WINDOW ($102/$0 FRL)

*STEP ONE: STUDENT ENROLLMENT & EXAM REGISTRATION*

* CREATE ACCOUNT OR USE EXISTING USERNAME & PASSWORD AT **MYAP.COLLEGEBOARD.ORG**
* COMPLETE STUDENT ENROLLMENT PROCESS FOR EACH AP CLASS YOU ARE TAKING
* ***SELECT ‘YES’ OR ‘NO’ FOR EACH EXAM. DO NOT SELECT ‘UNDECIDED’***
* IT IS EXTREMELY IMPORTANT TO REMEMBER YOUR LOGIN

*STEP TWO: EXAM PAYMENT*

* CREATE ACCOUNT OR USE EXISTING USERNAME & PASSWORD AT SCHOOLPAY.COM **DURING PAYMENT WINDOW**
* SELECT EXAM AND PAY ONLINE ONLY USING A CREDIT OR DEBIT CARD (EXAMPLE: 20-21 AP BIOLOGY)
* FEES ARE $102 FOR EACH EXAM
* STUDENTS RECEIVING FREE & REDUCED LUNCH NEED TO EMAIL MS. TIFFANY OR MS. HURD DURING THE PAYMENT WINDOW

*STEP THREE: EXAM CONFIRMATION*

* CONFIRM YOUR PAYMENT ONLINE VIA SCHOOLPAY DURING PAYMENT WINDOW
* CONFIRM EXAM REGISTRATION WITH AP TEACHER BY **NOVEMBER 12**
* SAVE COPY OF RECIEPT FOR EACH EXAM