

AP Exam Registration Help Sheet

You must complete BOTH steps in order to register for your AP exams!

STEP 1

STEP 2

To Register for Exams

- 1) AP students join CCHS AP Information Google Classroom - students get this access from their AP teacher.
- 2) In the classroom, AP students find [AP Join Codes](#) (must be logged into their school accounts to access it)
- 3) AP students go to myap.collegeboard.org and log into their CollegeBoard account. Follow the prompts and enter the join code(s) for all of your AP classes.
- 4) Confirm on your CollegeBoard account that you are signed up for the correct AP exams and classes by period.

ALL SET! Move on to STEP 2 →

Your child may have done this already in their AP class, but please double check that they completed this step!

To Make Payment on Exams

- 1) Go to <https://user.totalregistration.net/AP/331500> to make payment on your AP Exams.
- 2) Confirm that you are signing up for the correct AP exam and class period.
- 3) Submit payment online
- 4) Confirm on the receipt you are emailed back that you have paid for all your exams



Registration and Payment Deadline is November 1st!

Late fees of \$10 per exam from 11/2-11/8

Late fees of \$42 per exam from 11/9 - 11/14

After 11/14, no exams will be ordered if unpaid