

## AP TESTS

- Registration will be online at <http://www.lakeridgehs.totalregistration.net>
- The cost will be \$86.00 per exam payable to the bookkeeper.
- Payment must be made before tests will be ordered.
- **Registration begins March 1<sup>st</sup>**
- **\$50 late fee begins March 15<sup>th</sup>**
- **Registration ends April 9<sup>th</sup> at 3pm**
- If you qualify for Free or Reduced Lunch, your test fee will be \$20 per exam fully refundable after completion of testing.
- There is an extra fee of \$40.00 for alternate testing under most circumstances
- Please see Paula Emery in counseling to arrange alternate testing.
- The tests will take approximately 4 hours to complete.
- Bring pencils, pens, and other materials necessary as specified in the exam booklet to the test.
- **All test takers are required to attend a Pre-Administration Session.**
- A notice of your testing time and place will be distributed during your Pre-Administration Session.
- If you have questions, refer to your AP testing booklet, go online to [collegeboard.com](http://collegeboard.com), ask your AP teacher, ask your counselor, or ask Paula Emery.
- Look for information on the Lakeridge web site

### **Directions for online registration**

When filling out the form online be sure to select **all your exams and the appropriate teachers**. You **will not** be able to come back and edit this registration at a later date. Once you have completed the form, click "Preview" to view all of your entries. If you need to correct any information, use your browser's back button. If everything is correct, click "Register". This will record your registration and display the confirmation page. If you need to make a correction or addition after completing the registration form, see Paula Emery.

When you reach the confirmation page, print two copies, one for your records and the other to return to the bookkeeper with your payment. Your payment and confirmation must be returned to Karon Beers the bookkeeper before 3:00 pm, Friday, March 12<sup>th</sup> without a late fee or before 3:00 pm, Friday April 9<sup>th</sup> with a late fee. Your registration is not complete until payment is made.

If you want to take an exam that is not listed, if you qualify for free or reduced lunch, if you need a refund, or if you need an alternate testing time because of a conflict (in most cases there is a \$40 additional fee for late testing), please see Paula Emery in the counseling department.