

2017 AP Exam Registration Information

Taking the Advanced Placement exams is an important part of all AP courses. Lithia Springs High School desires that all students take AP exams for the AP classes that they are taking. Scoring well on an AP exam can often earn students college credit for their high school class, saving a significant amount on tuition.

For the 2017 AP exams, students at Lithia Springs High School will be registering online. This registration will take a few minutes and can be completed from any computer with internet access.

This year each AP exam costs \$93.00. Lithia Springs High School desires that every student be able to take their AP exams. Students who are unable to take an AP exam due to a financial hardship should speak to their AP teacher. The AP teacher will then contact Ms Payton Millinor to find out if assistance is available.

Online Exam registration begins TODAY and **ends on Wed, Mar 1, 2017 at 11:59 PM**. In order to register, students should click on the link provided on the school website or visit www.TotalRegistration.net/AP/111836 to register. To complete registration, students must answer all of the required questions. Registration is not complete until students have printed the .pdf of the confirmation page that is provided at the end. We know that parents may desire to register their students for exams. ***We strongly recommend that parents and students are both present while registering to ensure that the correct exams are ordered.***

Lithia Springs High School is excited to offer families the convenience of paying exam fees online at the time of registration. Please be sure to have a **credit card or debit card available before beginning registration**. Paying online is a great way to make sure that payment has been made while avoiding mailing payment.

Here are the important dates for the registration process:

- Tue, Nov 1, 2016 - Registration Begins
- Wed, Mar 1, 2017 at 11:59 PM – Online Registration Ends. Students must see Ms. Millinor in A207 to register.
- Wed, Mar 1, 2017 at 11:59 PM – Registrations and payments after this date will incur a **\$10 late fee** per exam.
- Mon, Mar 6, 2017 at 11:59 PM – Registrations and payments after this date will incur a **\$25 late fee** per exam.
- Thur, Apr 6, 2017 at 11:59 PM -- Registrations and payments after this date will incur a **\$45 late fee** per exam.

College Board Fee Reduction

Students requesting a fee reduction must submit the 2017 AP Exam College Board Fee Reduction Form DIRECTLY to Ms. Millinor in A207 within 2 weeks of exam registration. Unlike years past, students DO NOT give their fee reduction form to the cafeteria staff. Students who do not submit the form within 2 weeks of registration will have their request DENIED.

Once a fee reduction request is denied, the student will need to submit the paperwork and request reconsideration from Ms. Millinor. If the fee reduction is granted through reconsideration, the student will be fined an additional \$5.

You can download the form at the end of the registration process, from the school website, or you can obtain one from Ms. Millinor or any AP teacher (a copy has been provided with this letter for your convenience).

Please contact Ms Payton Millinor, payton.millinor@douglas.k12.ga.us , if you would like to register for an exam not listed or have any questions.

Lithia Springs High School

2017 AP Exam College Board Fee Reduction

Parents:

The College Board offers a **reduced fee** exam for students taking the Advanced Placement (AP) exams each May. The criteria for the **reduced exam fee** are listed below. Qualifying students who plan to take AP exams should **submit this form DIRECTLY to the AP Testing Coordinator, Ms. Payton Millinor in room A207, within 2 weeks of exam registration**, to ensure they are listed on the schools' records as qualifying for the exam at a **reduced fee**.

To be eligible, you must meet **at least one** of the requirements below:

- Annual family income falls within the [Income Eligibility Guidelines](http://www.fns.usda.gov/sites/default/files/2014-04788.pdf) set by the USDA Food and Nutrition Service. <http://www.fns.usda.gov/sites/default/files/2014-04788.pdf>
- Enrollment in a federal, state, or local program that aids students from low-income families (e.g. Federal TRIO programs such as Upward Bound).
- Family receives public assistance.
- Lives in federally subsidized public housing, a foster home or is homeless.
- A ward of the state or an orphan.
- My household receives TANF or SNAP or other public assistance.
- My family lives in federally subsidized public housing.
- My family is homeless.
- My child is a Foster child.
- My child is a ward of the State of Georgia.
- Another child in my household receives free or reduced meals

➤ *Sign below and indicate your student's name if any one of the above criteria applies.*

Parent/Guardian Name: _____

Parent /Guardian Signature: _____ Date: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____