

FHS AP TESTING
2019-20

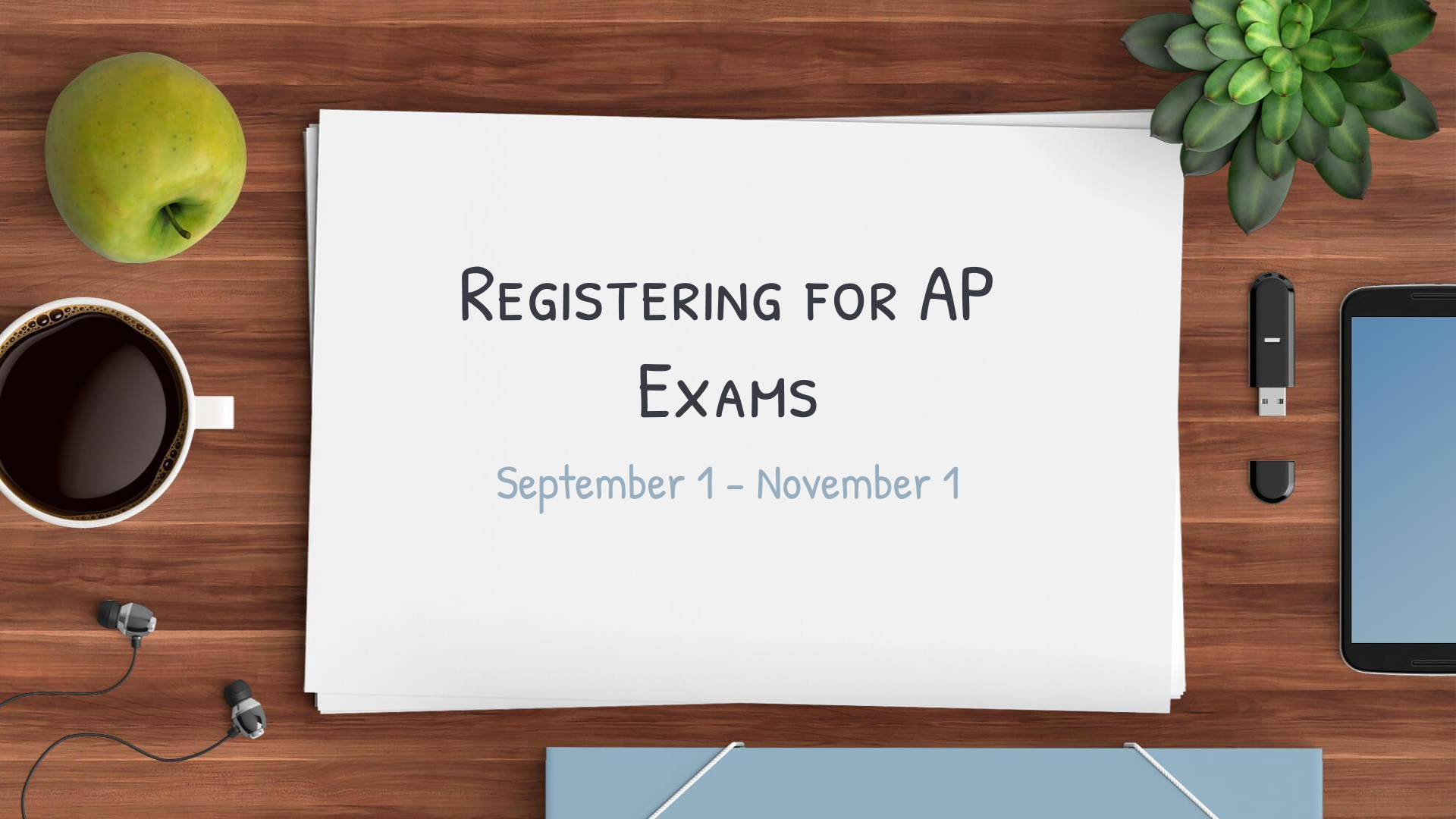


HELLO!

Dr. Hartloff

khartloff@tustin.k12.ca.us

 @khartloff



REGISTERING FOR AP
EXAMS

September 1 - November 1



1.


START WITH COLLEGE BOARD

"My AP" account

START WITH COLLEGE BOARD (My AP)

1 Ensure you've joined your class section online.

Sign in to My AP with your College Board account and make sure you've joined your class section. If you haven't, you'll need to follow the steps to [join your section online](#).

 Sign in to your account to get started

Username

Password

Remember Me

[Submit](#)


[Forgot Username or Password?](#)

Don't have an account?
[Create Account](#)

Join Your Class Section Online

To access new online AP classroom resources (available for most AP courses) and register for your AP Exams this fall, you'll need to join your class section online. You can do this using your phone, tablet, or computer.

Haven't signed up for an AP class yet? [See how you can sign up at your school.](#)

 Join Your Class in My AP

[Get Started](#)

START WITH COLLEGE BOARD (MY AP)

② Check the date of the exam.

AP Exams are administered every year over two weeks in May. Late testing may be available under certain circumstances.

Exam Calendar

See all dates for the next exam administration.

Updated 5/17/2019



Late Testing

Schools may offer late testing under certain circumstances. Learn more.

Updated 5/9/2019



[Link to Regular Exam Calendar](#)

START WITH COLLEGE BOARD (My AP)

3 Confirm your exam registration.

If your school requires you to indicate your exam registration, you'll see a **Register** button in your class section view in My AP after you join your class sections. Clicking this button will let your coordinator know that you plan to take the exam, and they will order it for you. If you don't see that button, it means that your school is automatically ordering you an exam.

If you'd like to register for an exam after November, your order may be subject to a late fee. You'll need to ask your AP coordinator to update your registration. If your class doesn't start until the spring or you've transferred to a new school after the exam ordering deadline, don't worry—your coordinator will be able to order your exam, and you won't be charged a late order fee.

FHS is automatically ordering an exam for you. If you do not wish to take the exam, we will change this setting on our end.

START WITH COLLEGE BOARD (MY AP)

- > Review your registration details on College Board's My AP site.
 - Ensure you have completed your information thoroughly and accurately.
- > **DO NOT use your mytusd email account** – use a personal email address.
- > College Board is creating AP ID labels from this information.



2.

NOW REGISTER ON TOTAL REGISTRATION

Registration for Payment

TOTAL REGISTRATION

Log in to totalregistration.net

Do NOT use your mytUSD email account – use a personal email account

Student Login

Student Email (Provided at Registration):

Password

[Login](#)

[Forgot Your Password?](#)
Don't Remember the Email you Used in the Past?
[Problems Logging In?](#) - Please try a different browser/computer/device

TOTAL REGISTRATION

Fill in your information:

Enter the information below to start the registration process. If you registered online for AP, IB or PSAT exams in the past, please use the same email you previously used. This will save you time with the registration process.

* - Required

* Student's Email:	<input type="text"/>
* Student's First Name:	<input type="text"/>
* Student's Last Name:	<input type="text"/>
Student ID	<input type="text"/>

Next

Have you previously registered? [Login Here.](#)

TOTAL REGISTRATION

Review FHS's Refund Policy:

IMPORTANT:



The screenshot shows the Foothill High School logo and the title "Foothill High School's AP Exam Refund Policy". Below the title, it states: "We understand that on rare occasions students must cancel an exam. Here is our refund policy:" followed by a bulleted list of conditions. At the bottom of the screenshot, there is a "Close Refund Policy" button, links for "Help for Students/Parents" and "Privacy Policy", and a note that the online registration is provided by www.TotalRegistration.net.

Foothill High School

Foothill High School's AP Exam Refund Policy

We understand that on rare occasions students must cancel an exam. Here is our refund policy:

- Students who cancel an exam by Fri - Nov 1, 2019 are entitled to a refund of the exam fee minus a cancellation fee of \$5.00 (per exam cancelled).
- After Fri - Nov 1, 2019 there are no refunds.
- Late fees are nonrefundable.

[Close Refund Policy](#)

[Help for Students/Parents](#)
[Privacy Policy](#)

Online Registration Provided by www.TotalRegistration.net

- Refunds of \$100 (or \$10 for reduced fee) per exam are available if exams are canceled **before 11/1/19.**
- **NO REFUNDS** after 11/1/19.

TOTAL REGISTRATION

Review FHS's AP Exam Policy:

Foothill High School's Advanced Placement Exam Registration

Students taking AP exams at Foothill High School must register for exams here by 4:30 pm, November 1, 2019. For the 2020 AP Exams, the cost is \$105 per exam.

Students must answer all of the questions on the following pages in order to complete the exam registration. A confirmation page indicates that the exam registration process has been successfully completed.

Foothill High School is excited to offer families the ability to pay their exam fees online at the time of registration. Please be sure to have a credit card or debit card available before beginning registration.

Registrations that are not paid by 4:30 PM, Monday, Nov 4, 2019 will be cancelled and exams will not be ordered.

Before we can order AP exams all students must also "enroll" their AP exams with the College Board. At the end of this registration process, you will be provided with information and a link to complete their enrollment process. Please complete this final step right after registering to guarantee your AP exam(s) will be ordered.

Please contact Dr Kristin Hartloff, khartloff@tustin.k12.ca.us if you would like to register for an exam not listed, have questions about financial assistance, or any other questions.

IMPORTANT:

- You **MUST** register with both College Board and Total Registration by 11/1/19.
- Late registration is 11/2/19 - 1/31/20.
- If you register late, you will be charged **\$150 per exam**. There are **NO reduced testing fees** during the late registration window.

TOTAL REGISTRATION

- > Review your registration details on Total Registration.
 - Ensure you have completed your information thoroughly and accurately.
- > **DO NOT use your mytusd email account** – use a personal email address.
- > You will receive a confirmation email from Total Registration if you completed correctly.



QUESTIONS?

Link to FAQs: <https://bit.ly/32l83Me>

Link to FHS AP Flier: <https://bit.ly/2zHd6dG>

See Dr. Hartloff or email khartloff@tustin.k12.ca.us