

**2021-22 AP Exam Registration
South Forsyth High School**

AP Exam Registration: Face to Face Courses:

All students must register for AP exams online. Siblings must register separately; each student requires their own individual registration account.

- AP Exam registration is a two-step process that requires **two websites**.
- *Students should have already "joined" their courses in "AP Classroom" through their College Board account. AP teachers provided students with a unique join code for each of their AP courses.* If a student needs a "join code," please reach out to your AP teacher ASAP. Students **MUST** know their College Board (CB) account login information. If students need login assistance, they must call **886-315-6068**.
 - To order an exam, students **MUST** indicate for each AP course on the CB website if they intend to take the exam. Exams will only be ordered for students who select "yes" to the "Order Exam?" question in each AP course on the College Board website.
 - For further instructions to set up a College Board account and access your AP course(s) using your join code(s), visit: <https://apcentral.collegeboard.org/pdf/joining-your-ap-class-section-students.pdf>
 - College Board website: <https://www.collegeboard.org/>
- The College Board does not collect exam payments; it only collects the exam order information from students. Therefore, students will also need to login to, or create, their **Total Registration (TR) account to pay for their exams**.
 - This is the same account students used to register for the PSAT. If they already have a TR account, they should look for the "**Login Here**" link under the four boxes to create a new account.
 - If a student does not have a TR account, they **MUST** create one.
 - The TR website for SFHS students, is: <https://user.totalregistration.net/AP/110922>
 - Carefully complete the TR registration and payment process. Contact Tom Wolff, at twolff@forsyth.k12.ga.us, if you need assistance.

AP Exam Registration: GAVS, FVA, or Independent Study:

After reading through the process outlined above, follow these steps:

- You will register for College Board resources with a "join code" from your FVA or GAVS teacher and **select "no" for your intent to take the exam**.
- You will register to pay for the AP exam through the SFHS Total Registration website.
- You will receive an additional join code from SFHS during the TR registration process. This "Independent Study" join code allows you to register for an "Exam Only" section on the College Board MyAP platform, where you will select "Yes" if you wish to take the exam.

"I am planning to take a spring semester GAVS AP Course and exam in May. When do I register?"

- You will have a short spring semester window, starting in January, to register for spring GAVS AP Course exams.
- You will register for CB resources with a join code from your GAVS teacher and select "no" for your intent to take the exam.
- You will register to pay for the AP exam through our SFHS Total Registration website.
- You will find an additional "Exam Only" join code at the end of the TR process. This join code will link your exam order to SFHS.

When Does AP Registration and Ordering Begin and End?

- AP Exam registration and ordering is currently underway.
- For courses that begin in August, exam registration and ordering closes on **October 26**. (This includes year-long courses.)
- For courses that begin in January, exam registration and ordering closes on March 1st.

The State of Georgia Pays for One STEM Exam Per Student.

- The State of Georgia will pay for the cost of one STEM exam (AP Comp Sci A, AP Comp Sci Prin, AP Calc AB, AP Calc BC, AP Stats, AP Bio, AP Chem, AP Enviro Sci, AP Physics I, II, B, C) for students enrolled in the course in either a face-to-face or online class.
- When STEM students register on Total Registration, they will be asked if they are taking at least one STEM exam. This is called a “special waiver.”
 - Once a student has indicated they are taking a STEM exam, their registration is paused until we verify this information. Once we have verified the information, TR does NOT notify the student that they may now proceed with registration and make payment. Students MUST check their TR accounts within 48 hours of initial registration to verify the status of their registration, and to make their final payment.

Email Tom Wolff, at: twolff@forsyth.k12.ga.us ASAP if you require assistance with the registration process.