

January 8, 2020

Dear AP Students and Parents,

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

Students taking AP courses during the Spring Semester must register for the exams prior to March 10, 2020. The deadline has already passed for students who took AP courses during the Fall Semester of 2019. In order to register for a Fall semester course a late ordering fee of \$40 will be attached and you must see Dr. Davis.

For the 2019-2020 AP exams, students at Paulding County 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 \$98.00. Paulding County High School desires that every student be able to take their AP exams. Students requiring financial assistance should contact Dr. Robin Davis, rmDavis@paulding.k12.ga.us, at PCHS to learn more.

Online Exam registration will begin on Monday, January 13 at 12:00 AM and end on Wednesday, March 10 at 11:59 PM. Students should click on the link provided on the school website or visit www.TotalRegistration.net/AP/110960 to register. A \$40.00 non-refundable deposit per exam is required at the time of registration. To complete registration, students must answer all 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.

Paulding County 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 a payment.

Here are the important dates for the registration process:

- Monday, January 13, 2020 at 12:00 AM - Registration Begins, A non-refundable \$40 deposit per exam is required at this time.
- Friday, March 6, 2020 at 11:59 PM - Registration Ends
- Tuesday, March 10, 2020 at 11:59 PM - Registrations that have not paid the \$40 deposit will be cancelled and exams will not be ordered.
- Exams cancelled for AP Courses taken during the Spring Semester after March 13, will incur a \$40 cancellation fee.
- Exams ordered or cancelled for AP Courses taken to during the Fall Semester after November 15, will incur a \$40 late fee.
- All exams must be paid for in their entirety by March 31, 2020 or they will be cancelled.

Please contact Dr. Robin Davis, rmDavis@paulding.k12.ga.us, if you have any questions.

Sincerely,

Robin Davis
Assistant Principal, Paulding County High School