Dear students and families:

I am reaching out to you because you are enrolled in an AP class for the 2025-2026 school year. **Please read this letter closely as the process for paying AP exam fees has changed.**

At Oak Creek High School, AP exams are *optional*. Students are not required to take the AP exam because they are enrolled in an AP class. However, research indicates that students who register early for an AP exam tend to remain focused and motivated throughout the year and typically perform better on the AP exam. **Therefore, by default, all students are assigned an exam order status of "*Yes*" when they join an AP Classroom section.** The AP teacher will provide a Join Code. A student with multiple AP courses will have multiple AP join codes and should join AP Classroom using a personal email address, not their school email.

Detailed instructions on how to correctly register for AP Exams can be found here.

- AP exam fees will be added to Infinite Campus accounts on **October 1, 2026**, and must be paid in full by **October 31, 2026**. Students with unpaid exam fees after this deadline will be dropped from their exam(s).
- It is possible to request an exam after the final fee deadline has passed. However, if added after the College Board's ordering deadline (**November 14, 2026**), an additional late order fee of **$40 per exam** will apply. The cost of the exam, plus the $40 late fee, will be billed to the student's account in Infinite Campus. These fees must be paid in full before the student is re-enrolled in their AP exam(s).
- If a student chooses to cancel an exam after the College Board's ordering deadline (November 14, 2026) or does not take an exam that was ordered for them, the school will be charged $40 for the exam. The student will be issued a partial refund of $59 based on this fee.
- Students wishing to ADD or DROP an AP exam after the College Board's ordering deadline (November 14, 2026) must complete this Google Form and communicate with their AP teacher about this change.
- Families eligible for the Free or Reduced Lunch Program are reminded to complete the *Sharing Information with Other Programs* form when applying. This allows a reduced AP Exam(s) fee. Without this form marked YES, fees cannot be reduced for the test.

Type	Description	Cost per Exam

On-time order	Exam fee for on-time exam orders (by **November 14, 2026**, for full-year and first-semester courses; by **March 13, 2027**, for second-semester courses [AP Macroeconomics]).	**$99**
Late order	Exam *AFTER* **November 14, 2026** (full-year and first-semester courses), and *AFTER* **March 13, 2027** (AP Macroeconomics).	**$99 + $40 fee**
Unused/Canceled exam	Exam canceled or not taken by the student	**$40** (will receive partial refund if full exam amount has been paid)

Students should have enrolled in AP Classroom on the first or second day of class and will have access to AP practice and feedback resources through the College Board website. *It is important that students **SAVE** their username and password to their account as they will need it to take their exam(s) in May.*

Sincerely,

Pavlina Tenekejieva
AP Testing Coordinator
p.tenekejieva@ocfsd.org
(414) 768-6118