AP EXAM PROCESS FOR STUDENTS

The following 2 steps must be completed in order to have an AP exam available to you in May.

Step 1:

The **1st step in registering** for an AP Exam is to access **My AP**. Go to **myap.collegeboard.org** and sign in with the email address and password associated with your College Board account. This is the same login you may have used to previously access My AP, AP and PSAT/NMSQT scores, or to register for the SAT. If you do not have a student account, you can click the **Create Account** link. (Students will also use these credentials to log in to Bluebook for digital AP Exams.) If you need to create an account, use your school email address and make sure to make note of the password so you can refer to it later, if needed.

To join a class or exam only section, students:

1. Sign in to **myap.collegeboard.org**.
2. Click **Join a Course or Exam**. For each class section or exam only section, enter the join code provided by your AP teacher to enroll. Do not use the same code for all class periods. Each class period has a different code!
3. Complete the registration information.
4. Deadline to Join your class is **Friday, September 19th**. All students must join their AP section even if they are not taking the exam.

Step 2:

The **2nd step in registering** for an AP Exam(s) is **paying** for the exam(s) through our school's w ebstore or at the ASB Office.

The **window to purchase** an AP Exam **opens September 22nd and closes October 10th** (4:00 pm at the Finance Office and 11:59 pm through the webstore). The cost is $99.00/per exam. If you wish to purchase an exam after the window closes a late fee of $40.00 will be added to each exam ($139.00/exam). For **trimester 2 only** courses, a second window will open February 2 through February 13.

Exams will not be ordered if both steps are not completed.

Additional Resources:

- **2026 AP Exam Dates** calendar
- AP Exam Fee Reduction request: If eligible, you may purchase AP Exams at a reduced cost. To determine if eligible, please open the following link/google form for more information and submit by October 7th. AP Exam Reduced Fee Form.
- **Accommodations:**

  Students with documented disabilities may be eligible for accommodations on AP Exams. Work with your counselor to Submit Accommodations Requests Through SSD Online

  Requests for accommodations and complete documentation (if required) must be submitted to College Board by **January 16, 2026**, to ensure that decisions are made in time for exam orders to be finalized. To take an AP Exam with accommodations, a student must be approved for accommodations by the College Board. **Providing accommodations to students without College Board approval will result in cancellation of a students' score(s)**.

  Once approved for accommodations, with some exceptions, a student remains approved across all College Board programs (AP, PSAT™ 10, PSAT/NMSQT, and SAT) and doesn't need to submit another accommodations request.