

NCSSM AP Exam FAQs

Note: Most of these questions are geared towards NCSSM residential students, though there is a section for Online students at the end. If you have a question that is not answered here, please email the AP Exam Coordinator:

NCSSM Durham: Matt Boerner (boerner@ncssm.edu)

NCSSM Morganton: Suzanne Lambert (suzanne.lambert@ncssm.edu)

General questions

Q. What is my school code?

A. NCSSM Durham: **341077**.

NCSSM Morganton: **341091**.

NCSSM Online students should use the school code of their home high school.

Homeschool students: **993499**.

Q. I'm an NCSSM student enrolled in an AP course. Am I automatically registered to take the AP exam and am I required to take the exam if I don't want to?

- A. Students taking an AP course are NOT required to take the corresponding exam. Students are also not automatically registered for the AP exam by being enrolled in the course-they must submit the order form and enroll on College Board in order to take the exam.

Q. I can't find my course join code.

- A. Students in an AP course will receive their Join Code after they complete the order form. If you're doing 'Exam Only' (aka self studying), the AP coordinator will give you the join code AFTER payment has been received.

Q. I'm not taking my AP course until the spring but want to go ahead and sign up to take the exam in the fall order period-can I?

- A. No. Orders for spring semester AP exams must wait until the start of spring semester to confirm your enrollment in the AP course.

Q. I'm requesting accommodations for my AP exam. What do I need to do?

- A. First, please be aware that NCSSM can ONLY provide accommodations for our residential students. If you are a Durham residential student who is requesting accommodations for an AP exam, you can contact Carissa Trotta (carissa.trotta@ncssm.edu) and she will assist you with the request process in College Board-the deadline to do so is **December 6th, 2024**. College Board historically requires all accommodation requests to be submitted by mid-January to be considered for the upcoming exam session. Any requests not submitted by then are very unlikely to be approved.

Morganton NCSSM students requesting accommodations should contact Lacey O'Rourke (lacey.orourke@ncssm.edu) for assistance.

[Here is information about Accommodations from College Board](#)

Score questions

Q. Does my AP score show up on my transcript?

A. No

Q. How do I know if my AP scores qualify me for college credit?

- A. Each school is different and will require you to research or ask the institution. Any general questions related to APs and transcripts or credit should be directed to the Registrar's Office (registrar@ncssm.edu). It is important to remember that NCSSM has extensive articulation agreements with UNC System schools that specify which courses (including both Residential and Online courses) taken at NCSSM are eligible for university credit without requiring an AP exam or other qualifying exam.

In most cases, as long as a student has earned a B- or better, credit is awarded for the AP course. The Registrar's Office maintains a database of current agreements for each institution: [NCSSM Articulation Agreements](#)

Q. Does my AP exam score impact my class grade?

A. No.

College Board Account Help

Q. I can't update my account that I used at my previous school. It's impacting my ability to register for an exam or join AP Classroom. How do I fix it?

- A. You are only able to have one account on College Board. For students that used a previous school email, they will need to update their email address. Some schools will delete your old email and if so, students will need to contact College Board directly to reset their email. [Here is a link to contact them](#)

Helpful Tip: If you are setting up your College Board account for the first time or updating your email from an old school account, consider using a professional, non NCSSM email account. This will ensure you have no issues receiving scores even after matriculating from NCSSM.

Q. How can I access AP Classroom?

- A. You can only access AP Classroom if you are enrolled in an AP course. If you are doing Exam Only aka self-studying, you are unable to access AP Classroom. Please note that it is up to each individual teacher to update resources on AP Classroom. The AP Exam Coordinator does not have the ability to add materials or share access to a teacher's Classroom.

Q. I set 'order exam' to yes and it was changed to undecided or no. Why?

- A. The AP Exam Coordinator is the only one who can officially order your exam. Unless it has been approved by the coordinator it will revert back to Undecided/No. Please contact the AP Exam Coordinator if you have questions about what steps you need to take to complete the order process.

Payment Questions

Q. I heard NCSSM will pay for my exams if I'm a student. Is that true?

- A. In 2021, the UNC system agreed to cover the exam cost of any NCSSM residential student who was enrolled in the corresponding course (ex. A student enrolled in AP Chemistry who took the AP Chemistry exam would not have to pay the exam cost). Thus, any NCSSM residential student who this applies to will not have to pay the exam fee.

HOWEVER, this does not apply to things like late order fees, exam cancellation fees or incomplete/no show costs. Families will still have to pay for those out of pocket. Payments for these are typically taken from a student's security deposit at the end of the academic year,

except for late order fees, which must be paid immediately in order to complete the order process.

Q. What if I took an AP course last year but want to take the AP exam this year-will the exam cost be covered by the UNC system?

- A. The UNC system will only pay for AP exams taken in the same year as the AP course. Thus, if you took the course last year and plan to take the exam this year, you have to pay for the exam.

NCSSM Online students and homeschool students testing at NCSSM have to pay the full exam cost.

Q. I'm an Online and/or Homeschool student. On the payment site it asks for a student ID-what is that?

- A. For Online students, use the code 2025OL. For Homeschool students, use 2025HS. While a specific ID number is not required to complete your order, it helps us keep track of payments on the back end.

Q. I want to cancel my exam. Can I get a refund?

- A. NCSSM residential students who previously paid for an AP exam as 'Exam Only' may receive a partial refund if they cancel their exam by **Wednesday April 30th 2025**. However, College Board charges a \$40 cancellation fee per exam, which will be deducted from your refund. Any cancellations or exam no-shows after the deadline will not receive a refund.

Q. I accidentally paid for an AP exam that would be covered by the UNC system. Can I get a refund?

- A. Please email the AP Exam Coordinator if this happens. If it's verified that you are in the corresponding AP course, we will initiate the refund process. Refunds are only available until **Wednesday April 30th 2025**. After that time we are unable to provide any refunds.

NCSSM Online and Homeschool students testing at NCSSM are ineligible to receive a refund for cancellation and/or no showing for an exam.

Q. How do I know how much is owed on my order?

- A. For each AP exam, the cost is \$99. A late order fee is \$50. On the payment site, you will be able to pay for the exact amount of these items or there will be a field where you can enter a custom amount. If you are unsure how much you have to pay, please email the AP coordinator before paying, as we want to avoid any issues with under or over payment.

NCSSM Online Students

Q. Can I take my AP exam at NCSSM?

A. If you are taking an AP course through NCSSM Online, you can request to take the AP exam at NCSSM Durham. Note that requests are not guaranteed and are subject to space availability. Please email the AP Exam Coordinator regarding your request.

Q. Could I take additional AP exams at NCSSM outside of the AP course I'm enrolled in?

A. No. Due to space constraints we can only allow NCSSM Online students to take an AP exam on the DUR campus if they are taking the AP course through NCSSM.

Q. Can my exam cost be covered like NCSSM residential students?

A. No, the UNC system is only paying exam costs for NCSSM residential students at this time. Online students will have to pay for their exam costs.

Q. Are accommodations available?

A. Testing accommodations are available only for NCSSM residential students.

Q. What if I want to cancel my exam?

A. You can cancel your exam by emailing the AP coordinator, however refunds are not available.