



September 25, 2025

Dear Parents/Guardians,

You are receiving this letter because your student is currently enrolled in one or more Advanced Placement (AP) courses this school year. We encourage all students in Advanced Placement courses to take the College Board AP Exams for their designated course(s). AP Exams are offered in May. Passing scores on AP exams could qualify students for credit at a college or university. The Illinois General Assembly passed a law that requires all Illinois public colleges and universities to accept a score of 3 or better on an AP exam for college credit. Additional information on college credit can be found on the [College Board website](#). **AP exam registration opens on October 1, 2025.**

This is a two-step process and both steps MUST be completed to order AP Exams. We recommend students and parents/guardians completing these steps together. If both steps are not completed, exams will not be ordered and, therefore, you will not be able to take the exams. Parents and students should both be present while registering to ensure that the correct exams are ordered.

Step 1. AP teachers have instructed students during class time to sign-in/create a [College Board Account](#) and join their teacher's MyAP Classroom. When students "join" their teacher's MyAP Classroom, they will need to indicate if they are taking the exam or not.

Step 2. Complete the registration and payment process in [Total Registration](#). Returning AP students will need to login to their accounts while first time AP students will need to create an account and complete the registration and payment process.

Additional Information:

- Students taking full-year or Fall Semester AP courses at Mundelein High School must register and pay for their exams by **11:59 PM, Sunday, November 2, 2025** to avoid a late fee of \$40/exam.
- The 2026 AP Exams cost **\$116 per exam**. For exams canceled **after** 11:59 PM, Friday, November 14, 2025, a \$50 cancellation fee will be applied.
- Students taking a Semester 2 only course (AP Comparative Gov't, AP US Gov't) must enroll/register/pay by **11:59 pm, March 1, 2026**. For exams canceled after 11:59 PM, Friday, March 13, 2026, a \$50 cancellation fee will be applied.
- **There will be no refunds or cancellations after 11:59 pm, March 31, 2026**
- Students who have qualified for free/reduced lunch status or an MHS fee waiver will need to indicate this during the Total Registration process for an AP exam fee waiver.
- Students/families who do not qualify for free/reduced lunch or an MHS fee waiver but have incurred financial hardship will have an option on the Total Registration website to submit a request for an AP exam fee waiver.

Please contact me if you have questions regarding AP Exams and registration.

Sincerely,

Dr. Anthony Kroll

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Assistant Superintendent of Specialized Programs
Testing Coordinator