



CENTRAL BUCKS SCHOOL DISTRICT

The Central Bucks Schools will provide all students with the academic and problem-solving skills essential for personal development, responsible citizenship, and life-long learning.

July 3, 2019

Dear Central Bucks Parents and Students,

I am writing to inform you of some significant changes to the AP exam registration process, mandated by the College Board, that will go into effect in the fall of 2019.

New AP Exam Registration Time Frame:

In the past, AP exam registration occurred in March, regardless of whether students were taking an AP course in the first or second semester. Beginning this year, **the College Board is requiring all students enrolled in first-semester AP courses to register for the AP exam prior to mid-November.** Students enrolled in second semester AP courses will register for those AP exams prior to mid-March. In summary, students must register for AP exams during the semester they are sitting in the course. The AP exams for all students will still be administered in May.

New AP Exam Pricing Changes:

Pricing for each AP exam will remain \$99 (**due at the time of registration**); however, the College Board will now add a \$40.00 late fee for any tests ordered **after** the November and March deadlines. Additionally, the College Board is now instituting a \$40.00 fee for any tests that are cancelled **after** the registration deadlines. Refunds on cancelled tests will now be \$54.00 (this includes a \$5 processing fee) and payment for late registrations will now be \$139.00.

New AP Exam Registration Process:

The new AP exam registration process will include two steps for each student. First, students will digitally activate themselves in their AP course with the assistance of their AP teacher. Second, students will go to My Payments Plus to register and pay for each

AP exam they plan to take. Both steps must take place by the respective November or March deadline.

Limitations:

Any student registering for the administration of an AP exam not offered by the Central Bucks School District will incur additional fees to cover proctoring expenses.

Thank you for taking the time to review these changes to the registration process. We recognize that the timing of registration and the financial responsibility associated with this change may cause inconvenience for some students and families. We will do our best to communicate and keep you informed throughout this new College Board process, and you are encouraged to contact your high school guidance office with any additional questions.

Sincerely,



Abram M. Lucabaugh, Ed.D.
Assistant Superintendent of Secondary Education
Central Bucks School District