Dear Students and Families,

Taking the Advanced Placement exams is an important part of all AP courses. Fallston High School encourages all students who enroll in AP courses to take the AP exams. Students who score well on an AP exam can often earn college credit for their high school class, saving a significant amount of money on tuition. To learn more about the AP program, please visit <https://www.collegeboard.org/>.

The purpose of this letter is to notify you of the process for registration for any AP exam.

1. **REGISTRATION PROCESS**: Registration will take place through the Total Registration Online (TRO) Platform and will be available on October 9, 2022, through our school website (<https://user.totalregistration.net/AP/210523>). Please note that students must also put in the AP Join Code for each course/exam in their College Board account (<https://www.collegeboard.org/>).
2. **COST**: Cost to register will be $102.00 per exam when a student registers between the open window of October 9, 2022 and November 9, 2022. If your student qualifies for Free and Reduced Meals (FARMS), they will be charged $40.00 per exam.
3. **LATE REGISTRATION**: A late registration window will be open from November 16, 2022, through March 6, 2023. If a student registers between November 16 and March 6, the College Board will impose a $40.00 non-refundable fee, making registration $142.00 ($80.00 for FARMS) per test. This $40.00 fee is non-negotiable and will not be refunded for any reason if a student determines that they will not test.
4. **CANCELLING A TEST**: A student may opt to not test at any time; however, the College Board will hold a $40.00 cancelation fee when disbursing funds. So, if a family paid $102.00, and a student registered for the test and chooses not to test, the refund amount would be $62.00. This fee is non-negotiable.

As the regular registration period begins at 7:00am on Sunday, October 9 and will remain open until 11:59pm on Wednesday, November 9, we encourage your student to register during this time. However, if they do not register by November 9 yet later decide to do so, it should be noted that a $40.00 late fee will be applied to their student registration.

Thank you for your assistance with the registration process. For assistance with content questions, please contact your child’s AP teacher. For questions regarding test registration, please contact Mr. Rob Costante at [robert.costante@hcps.org](mailto:robert.costante@hcps.org).