



# SPRAYBERRY HIGH SCHOOL

Cobb County School District

*“Excellence our Tradition, Diversity our Strength,  
Success our Mission”*

**Sara Griffin**  
*Principal*

August 15, 2019

Dear AP Student and Parent/Guardian,

Taking Advanced Placement exams is an important part of all AP courses, and Sprayberry High School encourages all students to participate in testing as part of their AP classes. Scoring well on an AP exam can often earn students college credit, saving a significant amount of time and money on tuition.

### Registration and Fees

For the 2020 AP exams, students will be registering online through a site called Total Registration. Registration can be completed from any computer with internet access by visiting <https://user.totalregistration.net/AP/112005>, or through the link on the school website. To complete registration, students must CAREFULLY answer all required questions. Registration is not complete until the student prints the pdf confirmation page provided at the end of the registration process. We know that parents may desire to register their students for exams, but we strongly recommend both parents and students be present while registering to ensure that the correct exams are ordered. **Be sure to have a credit card or debit card available before beginning registration.** If you have any difficulties signing up for an AP Exam, please see Mrs. Beemon in Room 114 for assistance.

**The fee for each AP exam is \$100.00.** Students who qualify for the Free and Reduced Lunch Program are eligible for **one** free AP exam; any additional exams taken cost \$53 per exam. The option to select the Free and Reduced Lunch Program pricing is part of the registration process. Students who do not qualify for the Free and Reduced Lunch Program are eligible for one free STEM exam.

### Registration/Fee Changes

The College Board made several changes regarding registration dates and fees for the 2019-2020 school year. There will be two ordering periods for AP exams to accommodate both first and second semester courses. The dates for those ordering periods are outlined below. There will be a \$40 late fee assessed to any student who signs up during the late registration period. For more information regarding the AP changes visit <https://apcentral.collegeboard.org/about-ap/news-changes/ap-2019>.

## **IMPORTANT DATES FOR THE REGISTRATION PROCESS:**

**August 14-** Fall Course Registration opens on the Total Registration Site

**November 8-** Fall Course Registrations and payments after this date will incur a \$40 late fee per exam. This is also the last day to cancel an exam and receive a full refund. After this date a partial refund (minus the \$40 fee) will be issued.

**January 6-** Spring Course Registration open on the Total Registration Site

**February 28-** Spring Course Registration closes at 9:00 p.m. Last day to cancel an exam with a cancellation fee of \$40.00. There will be no refunds after this date.

**March 2-** Registrations that have not been paid for will be cancelled and exams will not be ordered.

### **Testing Start Times**

All exams must start at the designated time set by the College Board; therefore, students will need to be at the designated room by 7:30 AM for the morning test and by 11:45 AM for the afternoon test. If a student arrives after the exam begins, they will not be allowed to take the exam and all payment will be forfeited.

### **Late-Testing Policies**

All students who participate in late testing at a given school must take these alternate exams on the scheduled late-testing dates at the scheduled times. To obtain specific information regarding late testing policies visit <https://apcentral.collegeboard.org/ap-coordinators/exam-ordering-fees/late-testing>.

Please contact Mrs. Beemon, [Natasha.Beemon@cobbk12.org](mailto:Natasha.Beemon@cobbk12.org) with any questions.

Thank you,

Lindsay Barnette, *AP Coordinator*

Sprayberry High School

2525 Sandy Plains Rd.

Marietta, Ga. 30066

Phone: (770) 578-3200 x 261