Da Vinci Charter Academy
AP Exam Registration Instructions and Policies
2023-2024

AP test registration is a <u>*two-step process*</u> *and BOTH steps must be completed to order AP exams. Please review all of the cancelation and payment policies carefully.*

1. Enroll in all AP courses and exams in the **College Board's MyAP system** with the join code(s) provided by your AP teacher(s), Total Registration or the Testing Coordinator.
2. Complete the registration/payment process via the **Total Registration** website**:** www.TotalRegistration.net/AP/051082

The AP exam fee is $110 per test and there is no cost for enrolling in an AP course to utilize AP Classroom resources.

When registering, *please use an email address that is checked regularly*; important AP test information, reminders, and instructions will be communicated only via the email address(es) provided.

DJUSD students interested in registering for an AP exam (Exam-Only) for a course that (1) is not offered at Da Vinci or (2) for a subject where the student is not currently enrolled in an AP course must contact the Erika Strand at estrand@djusd.net. The College Board does not allow access to AP Classroom resources for students that register for Exam-Only tests.

Da Vinci students who are co-enrolled at DSHS MUST pay for and take the exams at DSHS.

Important Dates and Deadlines:
- AP exams ordered or canceled **after November 1, 2023** will incur a **late fee of $42**; some exceptions apply.
- **All test registration must be completed and paid by March 1, 2024.** There are no refunds after this date.

NOTE: Please indicate when you register if you qualify for the **Federal Free or Reduced Lunch Program.**

For additional questions, please contact Erika Strand at estrand@djusd.net or 530-757-7154.