




Ordering Directions for AP Tests 2019

Step 1
Fill out the
order
form.

Student Name * <input type="text"/> <input type="text"/> First Last	Total \$0.00
Student Grade * <input type="text"/>	
Student ID Number * <input type="text"/>	
Student Cell Number * <input type="text"/> - <input type="text"/> - <input type="text"/> ### ### ####	
Student Email Address * <input type="text"/>	
Parent/Guardian Name * <input type="text"/> <input type="text"/> First Last	
Parent Email Address * <input type="text"/>	
Parent Phone * <input type="text"/> - <input type="text"/> - <input type="text"/> ### ### ####	
<input type="button" value="Next Page"/>	

Step 2. Have parent or guardian sign the contract!



Patrick Henry HS AP Exam Order Form

Patrick Henry High School AP Exam Contract

The following contract acknowledges that you have been informed of the regulations regarding AP exams.

Students who take and pass an AP exam with a 3 or higher may receive college credit for the course. Students who do not take the AP exam will still receive weighted credit for the high school course.

I agree to:

1. Pay \$94.00 for each exam that I select unless I qualify for a fee reduction, in which case I will pay \$5.00 per exam.
2. Pay \$25.00 for an unused exam. Students may be placed on the LOP list until \$25.00 is paid.
3. Review the AP Bulletin I receive and also available for review at <http://aptestservice.com/phhs>
4. Share AP information with parent/guardians.
5. Bring Student (2017/2018) ID to testing room. (I will not be admitted to testing room without my ID)
6. Not bring a backpack into the test area.
7. Not bring cell phones, headphones, PDA's, and/or any other electronic storage/media devices into the testing room. Students who do not follow this rule will be asked to leave and no refund will be given.
8. Do not bring books/materials into testing area.
9. Bring several #2 pencils. Bring at least 2 pens with black or blue ink.
10. Bring calculator (if required) by AP exam. (For a list of appropriate calculators, see your AP teacher).
11. Place any snacks in a zip lock bag with name on front. The snacks will be deposited in a box as you enter testing room.
12. Liquid, i.e. water, etc. must be in a SEALED bottle.
13. Never discuss the multiple choice questions on the AP exams.
14. Not discuss the free response questions for the first 48 hours after the exam.

Total	\$0.00
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Step 3
Carefully select exams. No errors! If you pick the wrong test that is what will be ordered and we may not be able to change it.

Select the exam(s) for which you will be sitting in 2018. A processing fee will be added to the cost of exams if submitting payment online using a credit or debit card. No late registration is possible.

Total 30.

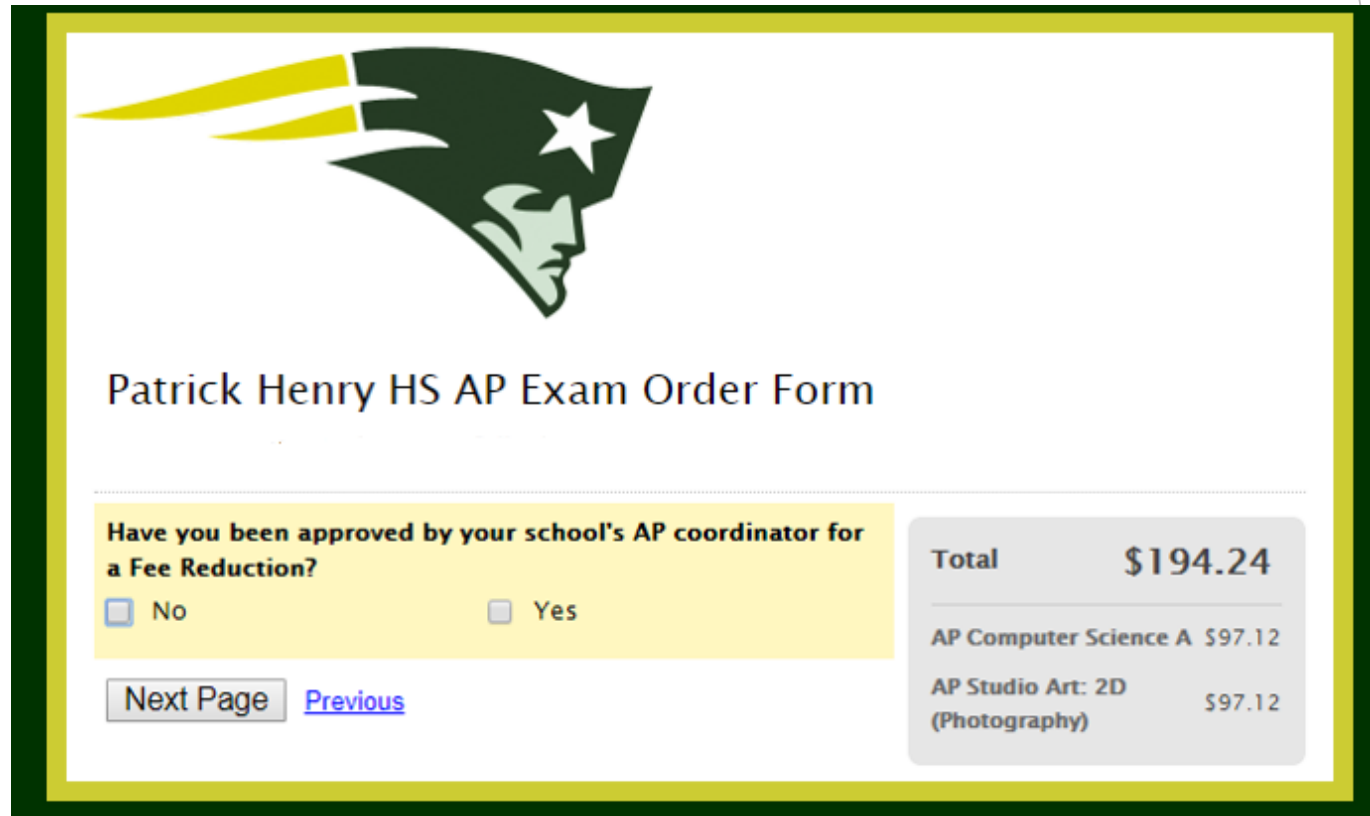
AP Exams

- AP Art History
- AP Biology
- AP Calculus AB
- AP Calculus BC
- AP Chemistry
- AP Computer Science A
- AP Computer Science Principles
- AP Eng Language GR 12
- AP Eng Lit GR 11
- AP Environmental Science
- AP Physics C Mechanics
- AP Psychology
- AP Spanish Language
- AP Statistics
- AP Studio Art: Drawing
- AP Studio Art: 2D (Photography)
- AP US Government & Politics
- AP US History
- AP World History

[Next Page](#) [Previous](#)

Step 4

Select whether you qualify for a fee waiver. Make sure to check in Counseling if you are not sure! It is illegal to “guess”. If you use a fee waiver and you do not qualify, your test order will be cancelled and authorities will be notified



The image shows a screenshot of a web form titled "Patrick Henry HS AP Exam Order Form". At the top left is the school's logo, which features a stylized profile of a man's head wearing a cap with a star and a yellow and black plume. Below the logo, the title "Patrick Henry HS AP Exam Order Form" is displayed. A yellow highlighted section contains the question "Have you been approved by your school's AP coordinator for a Fee Reduction?" with two radio button options: "No" and "Yes". Below this section are two buttons: "Next Page" and "Previous". On the right side of the form, a grey box displays the total cost as "\$194.24" and lists two items: "AP Computer Science A \$97.12" and "AP Studio Art: 2D (Photography) \$97.12".

Patrick Henry HS AP Exam Order Form

Have you been approved by your school's AP coordinator for a Fee Reduction?

No Yes

Next Page [Previous](#)

Total	\$194.24
AP Computer Science A	\$97.12
AP Studio Art: 2D (Photography)	\$97.12



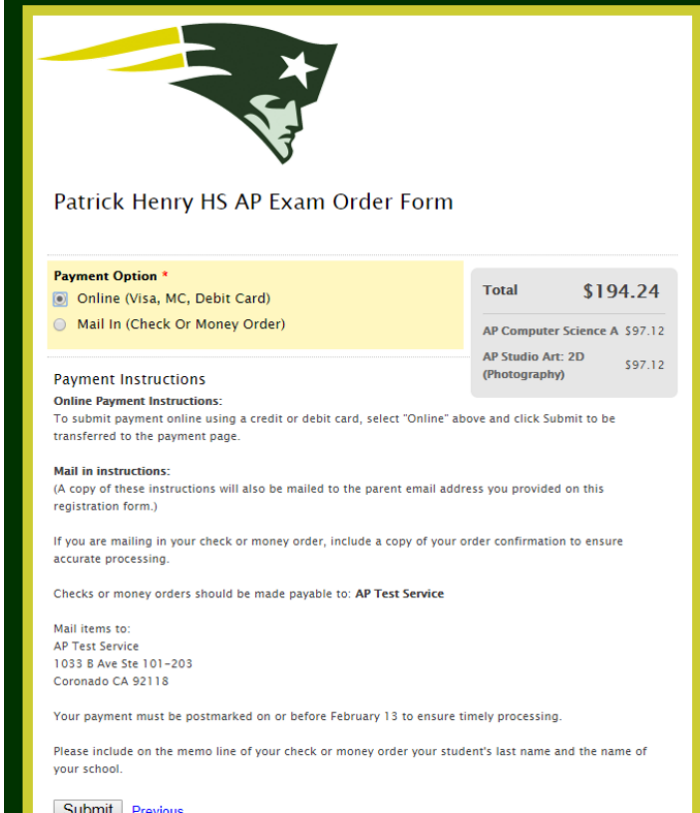
Step 4B

If you do not qualify for a fee waiver go to next slide!


If you do qualify for a fee waiver read on...

- ▶ If you qualify for a fee waiver you will be prompted to put in a Fee Reduction Discount Code. The code is:
KRTQYY
- ▶ (not case sensitive)
- ▶ ***Unauthorized use of the code will result in order cancellation and referral to school authorities.***

Step 5
Select payment method. There is a \$3.12 fee *for each test ordered*. The fee is 60 cents *per test* for free and reduced lunch students



The image shows a screenshot of a web form titled "Patrick Henry HS AP Exam Order Form". At the top left is the school's logo, a stylized profile of a man's head with a star and a banner. The form contains a "Payment Option" section with two radio buttons: "Online (Visa, MC, Debit Card)" which is selected, and "Mail In (Check Or Money Order)". To the right of this section is a summary table showing a total of \$194.24, broken down into "AP Computer Science A" for \$97.12 and "AP Studio Art: 2D (Photography)" for \$97.12. Below the payment options are "Payment Instructions" for both online and mail-in payments, including contact information for AP Test Service and a deadline of February 13. At the bottom, there are "Submit" and "Previous" buttons.



Patrick Henry HS AP Exam Order Form

Payment Option *

Online (Visa, MC, Debit Card)

Mail In (Check Or Money Order)

Total	\$194.24
AP Computer Science A	\$97.12
AP Studio Art: 2D (Photography)	\$97.12

Payment Instructions

Online Payment Instructions:
To submit payment online using a credit or debit card, select "Online" above and click Submit to be transferred to the payment page.

Mail in instructions:
(A copy of these instructions will also be mailed to the parent email address you provided on this registration form.)

If you are mailing in your check or money order, include a copy of your order confirmation to ensure accurate processing.

Checks or money orders should be made payable to: **AP Test Service**

Mail items to:
AP Test Service
1033 B Ave Ste 101-203
Coronado CA 92118

Your payment must be postmarked on or before February 13 to ensure timely processing.

Please include on the memo line of your check or money order your student's last name and the name of your school.

[Previous](#)



Important Notes

- ▶ If paying by check: Follow payment instructions on the email you receive.
- ▶ The amount on the screen may be wrong in certain browsers; the \$3.12 per test credit card transaction fee may still be included!
- ▶ Payment must be sent by February 16, 2018
- ▶ You will be required to attend a pre-administration session on a Monday in April. More info to follow once all test orders are in.