

How to Register for AP Exams

The registration process is now two-fold. Students must register and pay for their AP exam(s) on Total Registration at www.totalregistration.net/AP/310283 by October 25th, 2023 with no late fees AND enroll in their AP courses on the AP classroom website myap.collegeboard.org through Collegeboard. Students should register for AP Classroom with their AP teacher. However, it does not matter if students register with Total Registration first, or enroll in their AP classroom on Collegeboard first. Registrations after October 25th will be charged an additional \$25.00. There will be no registrations allowed after November 8th, 2023.

ENROLL IN AP COURSES ON COLLEGEBOARD

Step 1. Receive Join Codes from your AP teacher

Step 2. Go to myap.collegeboard.org

Step 3. Log in with your Collegeboard account

- If you do not already have one, you will need to create an account
 - Be sure to make the account in YOUR name (not parents' name)
 - Use your **personal** email address
 - Make only ONE Collegeboard account
 - Write down or save your username and password for future use
- If you have a Collegeboard account already but cannot remember the username or password, click "forgot username/password" to recover

Step 4. Click the Join a Course or Exam button

Step 5. Submit your Join Code for that AP class (you should have received this from your AP teacher)

Step 6. Verify your course information (make sure you selected correct period/teacher)

Step 7. Fill out Registration Information

- You will only need to do this for the first AP course you enroll in
- ***Make sure this information is accurate as it will be printed on your answer sheet***

Step 8. Complete Steps 4-6 again for any additional courses you have not enrolled in yet

REGISTER AND PAY FOR EXAMS WITH TOTAL REGISTRATION

Step 1. Go to www.totalregistration.net/AP/310283

- If you created an account last year, log into your existing account.
- If you forgot the username or password, you can click on "forgot username/password" to recover
- If you do not already have an account, you will need to create an account

Step 2. Follow the registration steps and ensure you are answering questions accurately

- Be sure you are registering for the correct exam that corresponds to your AP class, check with your teacher if you are unsure before registering for the wrong exam.

Step 3. Complete payment for AP exams on final page with credit card.

Step 4. Once your registration is complete, you will receive a confirmation page with Join Codes listed for each exam you registered for. If you have not already done so, you will need to enroll in the AP class section that corresponds with your AP exams. The join codes will be listed on your confirmation page.

To complete your AP registration, you must have registered and paid for the AP exam on Total Registration AND have enrolled in the AP course through Collegeboard by October 25th with no late fees. If you have any questions or concerns, please email Mrs. Lipariti at jennifer.lipariti@ebnet.org