

2023-24 AP Exam Registration @ University High School

UHS students take AP courses with the opportunity to take the AP Exam in May (dates are assigned by the College Board, [AP Exam Schedule 2024](#)). By earning a passing score on the exam, students demonstrate academic readiness in the college application process and can potentially receive college credit, or placement into more advanced courses, when they matriculate at a college/university. Additionally, students who identify as Hispanic, African American, and/or Indigenous can earn an award through the College Board National Recognition Program which can result in significant scholarship money! Please note that exams will take place at a central TUSD location (NOT at UHS). Students are responsible for providing their own transportation to these testing locations (more details will be shared in April).

Exams cost \$98/exam. Students who qualify for free/reduced lunch ([qualification chart](#)) **AND** complete the TUSD free/reduced lunch application form by November 1st will automatically receive a fee waiver and their AP balance will be \$0. Complete app at: <https://lingconnect.com/>.

- ★ **DECISION DEADLINE - November 1 @ 8:59pm (11:59pm EST):** Join MyAP for all courses you are enrolled, and select "register" for all tests you'd wish to take. Free/reduced lunch form must be completed by this date to receive fee waiver!
- ★ **CANCELLATION DEADLINE - March 1 @ 8:59pm (11:59pm EST):** Cancel any AP exams you no longer wish to take (exams canceled by this date will still owe \$40/exam per College Board since an exam was ordered). If you cancel an AP exam you received a fee waiver for, you will not owe \$40/exam canceled.
- ★ **PAYMENTS DEADLINE - Exam Day:** All AP fees need to be paid prior to exam day (AP Exam Schedule). If you do not pay your fee, and don't show up to the test, you will still owe your fee since you did not cancel by deadline.

Frequently Asked Questions

If you still have questions after reviewing the information below, email the UHS AP Coordination team at uhsaptests@gmail.com. The AP Coordination team will NOT respond to emails for information found below.

- How do I "join" MyAP for my courses? Follow directions provided on the [College Board website](#) (using join codes attached)
- How do I select my registration in MyAP? Sign in to MyAP with your College Board account. You'll see a yellow "Register" button for your class section on your course card after you join your classes. Click this button to register. Once you've selected to register, the date and time of your exam will appear on the course card in MyAP.
- Can I register for an exam even if my school doesn't offer the course OR I'm not enrolled in the course? Yes! Email the AP Coordination Team prior to the Nov 1st decision deadline so they may assist you with this process (do not wait until the day before the deadline to do this, we may not be able to get back to you in time).
- I'm having trouble/am unable to log into MyAP with my College Board account, who do I contact? Contact the College Board directly at (888) 225-5427. Please DO NOT email UHS about College Board accounts, we cannot help gain access.
- Where do I pay for AP exams? In the student's finance office portal at <https://az-tucson.intouchrecepting.com/> or in person at the finance office.
- I can't log into my/my student's finance account, who do I contact? Contact the finance office at (520) 232-5613 - do not email the AP Coordination Team, we are unable to help with finance access.
- Can I cancel an exam I'm registered for? Prior to Nov 1 - You can change your registration status by signing into MyAP, going to the course card, and clicking "Change Status." After Nov 1 - Exams can be canceled until March 1st by completing the [AP Exam Cancellation Form](#). Any exams canceled will still incur a \$40 fee (\$58 will be removed ONLY if not already paid, if you've already paid the full amount we cannot provide refunds). No exams can be canceled after March 1st. If you don't cancel by March 1st, and don't show up to the test, you will owe the full amount.
- I paid for an exam and now I'd like to cancel it. Can I get a refund? No. All AP Exam fees are NONREFUNDABLE – no exceptions! Please be mindful of this as you pay for exams. If you are unsure about testing for an exam that you ordered, it's best to wait closer to the March 1st cancellation deadline before paying anything!!
- I can't remember if I've paid, where can I go to check? Emails sent regarding if payments have been made will go unanswered. To check if exams were paid for, log into the student's finance account at (login information found on website) <https://az-tucson.intouchrecepting.com/>. Once logged in, click on the student's name and then click on "Purchase History" and review your purchases.
- Can family members and/or friends donate their tax credit to help pay for my AP exams? Yes, they can BUT please have them call the finance office FIRST to receive specific instructions (520) 232-5613.

Additional Questions? Email the UHS AP Coordination Team at uhsaptests@gmail.com (please do not email counselors, thanks!)