AP Exam/Portfolio Ordering is Now Available

For the 2023 AP exams/portfolios, students at Oak Park High School will register online. Online Exam & Portfolio registration will continue through Fri, Mar 3, 2023 at 4:00 PM. Before completing the registration steps, students should review the **May 2023 AP Exam/Portfolio Schedule** and speak with their parent/guardian(s) about which exam/portfolio(s) they wish to take.

Note: OPHS is pleased to offer a Digital exam for both Computer Science Principles and US History. As in years past, World Language exams and Art portfolios will have a digital component, as well. Students will be given technical support both before and during these exams/portfolios.

The AP exam registration process is two steps, but both can be completed in one sitting when the student and parent/guardian do this together. Both steps must be completed in order to have AP exams ordered:

> **Step 1:** Begin the process by registering at **www.TotalRegistration.net/AP/050006**. Here you will indicate both the AP courses you are taking this year and the exams/portfolios you wish to take. You will receive your join codes and directions to complete the second required step. Any exam fees can be paid online so be sure to have a **debit card or credit card available before beginning registration**. Paying online is a great way to make sure that payment has been made while avoiding mailing payment and does not accrue any additional fees. However, a mail-in option for payment is available.
> **Step 2:** Use the join codes provided at the completion of step one to enroll the student's AP courses and exams/portfolios in the College Board's system, if the student has not already done so at their teacher's prompting.

This year each AP exam costs $110.00. Oak Park High School desires that every student be able to take their AP exams. Students requiring financial assistance should contact Assistant Principal Natalie Smith in the Main Office or via email at nsmith@opusd.org.

Completing the Advanced Placement exams or portfolio is an important part of all AP courses. Scoring well on an AP exam/portfolio could earn students college credit for their high school work, saving a significant amount on tuition. Oak Park High School also supports students who choose to self-study AP courses rather than enroll in the OPHS course. Therefore, OPHS allows all students to order AP exams/portfolios using the process detailed above, even if the student is not enrolled in the course.

Here are the important dates for the registration process:

Date	Event
Sep 28, 2022	Date to begin registration
Nov 05, 2022	LATE FEE: Begin **$10** per exam late fee for registrations for AP classes that begin before Nov 16, 2022 (Full Year, 1st Semester, or Self-Study)
Nov 11, 2022	REFUND POLICY: Date by which a student can receive a Full Refund (Classes that begin before mid-November)

Date	Event
Nov 15, 2022	LATE FEE: Begin **$40** per exam late fee for registrations for AP classes that begin before Nov 16, 2022 (Full Year, 1st Semester, or Self-Study)
Feb 25, 2023	LATE FEE: Begin **$10** per exam late fee for registrations for AP classes that begin after Nov 16, 2022 (2nd Semester courses only)
Mar 03, 2023	Date to end registration and Final payment deadline
Mar 03, 2023	REFUND POLICY: Date by which a student can receive a Full Refund (2nd Semester courses only)
Apr 30, 2023	REFUND POLICY: Date by which a student can receive a Partial Refund (Any exam/portfolio). **The Cancellation Fee** (amount to withhold for partial refunds) is **$45**

Please contact Loretta Brown, **lbrown@opusd.org**, if you have any issues when ordering through the **Total Registration website** for May 2023 AP Exams/Portfolios.