



Advanced Placement (AP) Exam Acknowledgement Form 2022-2023

Congratulations on rising to the challenge of taking an Advanced Placement (AP) course. By taking an AP course you are setting your path to college and being better prepared for the rigorous coursework. In addition, you have an opportunity to earn college credit should you take and pass the AP Exam. We know you will work hard and, as a result, you have the potential to be very successful in this course!

Students who take an AP course should be aware of several important pieces of information as outlined below:

1. Students **are** strongly encouraged to take the AP Exam.
2. Students **who are not** enrolled in an AP Course can take the AP Exam, but must register and pay for the exam.
3. Advanced Placement exam fees are as follows:
 - a. The cost of each AP Exam is \$97.00, except for Capstone courses which are \$145.00.
 - b. The deadline to order AP Exams for yearlong and fall semester courses is **October 28, 2022**.
 - c. Any exam ordered after **November 15, except Second Semester Courses**, will incur the full cost of the exam **along with the \$40.00 late fee**, if applicable. **This fee must be paid before an exam is ordered**. The payment deadline for Second Semester Courses is **March 15, 2023**.
 - d. Any exam canceled **after** November 15, 2022, and by March 15, 2023 will incur a **\$40 canceled exam fee** per exam.
 - e. Exams canceled **after** March 15, 2023 or if a student **does not show up** on exam day **will not be refunded**.

It is important to us to know that you have received this information early in the school year. We want you to be committed to being successful in this course and to understand that your commitment includes taking the AP exam. Students who are invested from the beginning of the year have much higher success rates in these courses.

Please complete the table and signature lines below and mark your calendar now for your exams in May to avoid any scheduling conflicts. Your completed form should be returned to any of your AP teachers who will submit it to your AP Exam Coordinator by **October 28, 2022** with proof of payment for the exams, if applicable. This should be completed only for the exams you plan to take. **Applicable exam payments must be made by November 10, 2022 or the exam will be canceled.**

AP Course	AP Exam Date	AP Exam Time

School Name _____ Student Name: _____ Grade: _____

Student ID: _____ Student's Signature: _____

Parent's Signature: _____ Date: _____

SAMPLE