

2020 ADVANCED PLACEMENT EXAMINATIONS

LAKE WASHINGTON SCHOOL DISTRICT

REGISTRATION AND EXAM INFORMATION

Thank you for your interest in the 2020 Advanced Placement Examinations. From May 4 to May 15, students around the country will be taking these exams to gain credit or advanced placement for college, to earn an AP Award, or simply to challenge their understanding of a particular subject. Whatever your reason, we congratulate you on your AP candidacy.

REGISTRATION

The registration period this year is from **OCTOBER 14 through end of last lunch on OCTOBER 25**. Please complete the following steps and submit your registration envelope to the bookkeeper at your school no later than **END OF LAST LUNCH ON FRIDAY, OCTOBER 25**.

- Fill out the registration envelope with the required information.
- Pay online at lwsd.org using **ONLINE PAYMENTS** **OR** pay by check or cash. If you pay online, print the receipt and enclose it in the registration envelope. If you pay by check, make the check out to LWSD and write the student's name on the check and enclose the check in the registration envelope.
- Return the registration envelope with the online payment receipt, check or cash enclosed (***\$96 per exam***) to the bookkeeper at your high school.
- Contact the AP Coordinator at your school if you have questions or concerns, but particularly if you would like more information on **fee reduction eligibility or SSD accommodations**:

Eastlake High School: Ms. Olson

ICS: Ms. Cummings

Juanita High School: Mr. Ivy

Lake Washington High School: Ms. Hargraves

Redmond High School: Ms. Zambrowsky-Huls

Tesla STEM High School: Ms. Wescott

WANIC Skill Center: Ms. Robertson

LATE REGISTRATION

LATE registration period will be held from **FEBRUARY 18 through end of last lunch on FEBRUARY 27**. Each exam ordered during this period will incur a \$50 LATE FEE - (\$40 for College Board and \$10 for LWSD).

Contact the AP Coordinator at your school ASAP if

- **you wish to take exams that are scheduled for the same time slot**
- **you are ill or have a medical condition (doctor's note required)**
- **you have a documented personal or family emergency or a once in a lifetime opportunity**
- **you are participating in school-sponsored athletic playoffs that conflict with an exam**

Not all requests for late testing are approved. Submit your request to your AP Coordinator ASAP. Requests for late testing are not accepted after the regular exam date has past.

REFUNDS

Should you register for an exam and decide not to take it, you may receive a refund, minus a \$45 cancellation fee (\$40 for AP and \$5 for LWSD). Contact the AP Coordinator at your school for information on refunds. Refund request forms must be submitted by June 12.

AP EXAM STUDENT SCHEDULES

In late April, students will pick up their Advanced Placement Exam Student Schedule. This schedule will include the date, time and location for each AP Exam for which you have registered. Please review your schedule carefully. The AP Coordinator at your school will notify you when your schedule is ready for pickup.

ON THE DAY OF YOUR EXAM

Please report to your testing location at **7:00 am to check in for morning exams and at 11:30 am to check in for afternoon exams**. Give yourself plenty of time for navigating rush hour traffic, locating the building, and parking. Carpool if possible.

Morning test sessions begin promptly at 7:30 am. Afternoon test sessions begin between 12:00 pm and 12:30 pm. Each session lasts approximately four hours. **Please note: No students may be admitted once testing begins. No exceptions. No students may be dismissed from the test sessions early. No exceptions.**

You will need to have your secondary school code number. They are as follows:

Eastlake High School	480548
International Community School	480552
Juanita High School	480543
Lake Washington High School	480545
Redmond High School	480978
Tesla STEM High School	480976
WANIC Skill Center	480971

If you have further questions, please contact your school's AP Coordinator. Thank you for your interest in the Advanced Placement program. We'll see you in May!