AP EXAM 2025: STUDENT REGISTRATION INSTRUCTIONS







TEST CENTER: SPRING DALE SENIOR SCHOOL Center Address: Spring Dale Senior School, Fatehgarh Churian Road, Amritsar,143001. AP Coordinator:Paramjit Gupta AP Coordinator's Email Address: paramjeet.g@springdaleeducation.com AP Coordinator's Contact Phone: +91 9878036801 Contact Hours: Monday-Friday (9:00 am - 3:30 pm)

AP Exam Schedule- May 2025

(Registration and Payment deadlines)

Registration opens on Dec 5,2024. Deadline to pay and register is March10,2025,11:59 PM IST.

Regular Testing Exam Fee (May 5 - May 16,2025): ₹ 20,000 per Exam

Late Testing Exam Fee (May 19 - May 23,2025): ₹ 22,000 per Exam

• **Refund Policy:** 50% refund for cancellations made before **March10**, **2025**.

No refund shall be given after March 10 and also in case of NO SHOW on the exam day.

Registration and Payment Instructions:

Complete ALL STEPS BELOW:

Step 1: Register online and pay test center within three business days of completing online registration. The last date to register is March 10,2025, 11:59 pm IST to reserve your seat.

Step 2: After the payment is done, send the details via e-mail to the Test Centre AP Coordinator.

Step 3: The Test Center will provide an AP Admission Ticket by February 20,2025 as confirmation that your seat is reserved.

YOU MAY NOT BE ABLE TO TEST IN FOLLOWING CONDITIONS :

- IF YOU REGISTER ONLINE WITH THE COLLEGE BOARD BUT DO NOT PAY THE TEST CENTER BEFORE DEADLINE, YOU WILL NOT BE ABLE TO TEST.
- IF YOU PAID BUT DID NOT COMPLETE ONLINE REGISTRATION, YOU WILL NOT BE ABLE TO TEST.
- IF YOU HAVE NOT SENT THE DETAILS TO THE TEST CENTRE COORDINATOR AFTER COMPLETING ONLINE REGISTRATION AND PAYMENT PROCESS, YOU CAN NOT TEST.

To start: Use a phone, tablet, or computer to complete registration online with the College Board (Steps ●-④)



OSIGN IN TO MY AP

Sign in to **myap.collegeboard.org** using the same College Board student account login you have used to view AP, SAT, or PSAT scores, or to register for the SAT. Don't have a student account yet? Click the <u>Signuplink</u>. **IMPORTANT:** Create your College Board account using the same email you will provide to the test center.



2 JOIN AN EXAM Click the **Join a Course or Exam** button.



SUBMIT YOUR JOIN CODE Check the India AP Exam

schedule on <u>ap-</u> india@collegeboard.org. Enter the unique join code for each regular or late testing exam you wish to take at this test center and click **Submit**.(Repeat for each exam you wish to take.



OVERIFY EXAM INFORMATION

Confirm the exam name, exam date, and test center name are what you want. Click the **Join a Course or Exam** button.

gister STUDENT INFORMA	TION	×
shool You Attend *		-
Sample High School	Q	
Filter by School 22p (used for school search) If multiple schools are lated all enter your school name, use the stifted roue school by 2p code	H 9700	
Enter pip onte for school		
urrent Gradie Level *		
11th grade	1	
efore clicking "Save," confirm nered on this page is accurat		satica
Sere		

©FILL OUT REGISTRATION INFORMATION

The first time you register in My AP, you'll need to fill out some registration information. Provide accurate information – this will be on your personalized AP labels for exam day. You only have to do this once.

Repeat steps **2**- **4** for each exam you wish to take.

REGULAR TESTING: MAY 5 – M	IAY 16, 2025	LATE TESTING: MAY 19 – MAY 23, 2025		
(SELECT THE APPROPRIATE JOIN CODE)		(SELECT THE APPROPRIATE CODE)		
AP Biology	62JR9M	AP Biology	RJLP6M	
AP Calculus AB	Y6RVZZ	AP Calculus AB	LDVG2W	
AP Calculus BC	N7DNAJ	AP Calculus BC	ZWLMDM	
AP Chemistry	P49ARM	AP Chemistry	ZD23DD	
AP Comparative Government	NX3NW7	AP Comparative Government	WYXVJ3	
and Politics		and Politics		
AP Computer Science A	RN6GPZ	AP Computer Science A	JZWJN4	
AP English Language and	RELXLQ	AP English Language and	92ENZE	
Composition		Composition		
AP English Literature and	JJWPZ6	AP English Literature and	GL242E	
Composition		Composition		
AP Environmental Science	4N6YMA	AP Environmental Science	2YGNXQ	
AP European History	QQLGZR	AP European History	YL6DD2	
AP Human Geography	EG7V9W	AP Human Geography	27MX7Z	
AP Macroeconomics	DW9ZXE	AP Macroeconomics	Q44PG9	
AP Microeconomics	433GJ3	AP Microeconomics	3JZRYM	
AP Physics 1	9X9ENV	AP Physics 1	2EVQ2D	
AP Physics 2	7NVQNV	AP Physics 2	EPWPG9	
Physics C: Mechanics	RM679E	AP Physics C: Mechanics	ADDYWW	
AP Physics C: E& M	QLZD9N	AP Physics C: E & M	RLRWRP	
AP Psychology	MQRXV9	AP Psychology	9XEP6Z	
AP Statistics	VREAWY	AP Statistics	X9EARJ	
AP United States Government	DEELA9	AP United States	XXLR3P	
and Politics		Government and Politics		
AP United States History	ZJ3PDZ	AP United States History	VXD6AJ	
AP World History: Modern	ZW3M4N	AP World History: Modern	LRMWGA	
AP Precalculus	DZRXRD	AP Precalculus	XG3629	
AP Computer Science	46PMYG	AP Computer Science	DQAE3D	
Principles		Principles		

©PAY TEST CENTER WITHIN 3 BUSINESS DAYS OF COMPLETING ONLINE REGISTRATION OR **BY MARCH 10, 2025**, WHICHEVER COMES FIRST. EMAIL YOUR PAYMENT DETAILS TO THE TEST CENTER COORDINATOR SO THAT THE TEST CENTER MAY MATCH YOUR PAYMENT TO YOUR ONLINE REGISTRATION.

COMPULSORY- FILL IN THE INFO BELOW AND EMAIL TO THE TEST CENTER COORDINATOR:

•	Student First Name:
•	Student Last Name:
•	Student Primary Email (same as on your College Board Account):
•	Student's Mobile:
•	Student's Date of Birth (DD MM YYYY):
•	Student's City/State:
•	Student's School Name:
List A	II Exams You Registered for Online:
	LAR TESTING : May 5 – May 16, 2025:
•	
	TESTING: May 19– May23, 2025:
•	
Late t	esting reason:
	5
•	How will you pay? Demand Draft DBank Deposit/Bank Transfer (NEFT) D <fill applicable="" as="" in="" other=""></fill>
○ <mark>DD o</mark> ○ <mark>DD Is</mark>	Bank Transfer No. (as applicable) suing Bank or Bank Name(as applicable)
TEST	CENTER BANK DETAILS:
	ICIARY NAME: SPRING DALE SENIOR SCHOOL
	ICIARY ACCOUNT NUMBER: 060801001228
BENEF	ICIARY ADDRESS: SPRING DALE SENIOR SCHOOL
	FATEHGARH CHURIAN ROAD, AMRITSAR-143001 (PUNJAB)

BENEFICIARY BANK NAME AND BRANCH: ICICI BANK LTD. SCO 112, DISTT. SHOPPING COMPLEX,

RANJIT AVENUE, AMRITSAR {PUNJAB} PINCODE- 143001

BENEFICIARY BANK IFSC CODE- ICIC0000608

Once the payment is made through NEFT, kindly send the transaction reference number of the bank transfer.

BY PAYING THE TEST CENTER, YOU ACKNOWLEDGE YOU HAVE READ AND UNDERSTOOD ALL.

APEXAM TEST CENTER POLICIES.

- I acknowledge that I will need to pay the test center and register online with the College Board by the stated deadline to complete my AP Exam registration and receive an Admission Ticket from the test center, or I will not be able to test.
- I acknowledge that I have read and agree to test center policies above, with respect to payment deadline, payment instructions, refunds and cancellations.
- I acknowledge that I will bring my Admission Ticket along with an Original, VALID PASSPORT or AADHAR Card and an Approved Testing Device.(To learn more about testing on Bluebook and their digital testing requirements,clickhttps://bluebook.collegeboard.org/students)

ELIGIBILITY TO TEST: STUDENTS MUST BE IN HIGH SCHOOL

- Students in any of the categories below are eligible to take AP Exams at the secondary school where they are enrolled or at other AP Authorised Schools or Test Centers:
 - * Students actively enrolled in Secondary School.
 - * Secondary School level students who are homeschooled,participate in independent study and/or attend a virtual school.
 - * Actively enrolled students who may be prepared to take an AP Exam prior to the ninth grade.
 - * Recent secondary school graduates who need a specific AP Exam for university admission.

ORECEIVE ADMISSION TICKET FROM TEST CENTER

The test center will provide an admission ticket to you after they have ordered your exams. Ticket will be provided no later than **FEBRUARY 20,2025.** This ticket is confirmation your seat has been reserved. You will need this ticket on exam day, along with an original, valid passport or Aadhar Card, or you will not be able to test.