**ADVANCED PLACEMENT EXAMS 2026**

**AP Registration Policy 2026**

**Students are required to complete their AP exam registration by the published deadlines. This includes registering for all intended exams, paying the exam fee directly to the designated AP Test Centre, and following the full process outlined in the AP Exam Registration Policy. Please note that deadlines are final, and no extensions will be provided.**

TEST CENTER : **SPRING DALE SENIOR SCHOOL**

Centre 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:   **Mon - Fri, 9:00 AM - 3:30 PM**

Registration & Payment Deadline:

Registration opens on **Sept 15,2025**. **Deadline to pay and register is Nov 10,2025 (11:59pm IST)**

| Registration Start Date | Registration End Date |
|---|---|
| September 15, 2025 | Nov 10,2025 (12 PM IST) |

AP Exam Fee

| TESTING WINDOW-1 (September 15, 2025 to Nov 10,2025) | EXAM FEES (INR) |
|---|---|
| Regular testing (May 4 - 8 and May 11 - 15, 2026) | Rs 15,500(per exam) |
| Late testing (May 18 - 22, 2026) | Rs 19,000(per exam) |

Refund Policy : **50% refund for cancellations made before Nov 10, 2025. No refund shall be given after Nov 10 and also in case of NO SHOW on the exam day.**

**REGISTRATION & PAYMENT INSTRUCTIONS**

**Complete all steps below (register online and pay test centre) by Nov 10,2025** to reserve your seat. The Test Centre will provide an AP Admission Ticket by February 2026 as confirmation that your seat is reserved.

**AP Registration Policy 2026**

**Students must ensure that they have registered for all AP exams, paid the exam fee to their AP Test Centre, read refund policy carefully and completed the full process outlined in the AP Exam Registration Policy by the listed deadlines. There will be no extensions to these deadlines.**

**TO START: Use a phone, tablet, or computer to complete registration online with the College Board – Follow instructions here: (printable instructions)**

**You'll need our centre's join codes to complete online registration:**

| Regular testing (May 4-8 and May 11-15, 2026) (SELECT THE APPROPRIATE CODE) | | |
|---|---|---|
| **For Join Codes- Click Here** | - | - |
| **Late testing (May 18-22, 2026) - (SELECT THE APPROPRIATE CODE)** | | |
| **For Join Codes-Click Here** | - | - |

You must pay the test centre within 3 business days of completing your online registration, or by Nov 10, 2025 whichever comes first, and email your payment details to the test centre coordinator so your payment can be matched with your registration. Also fill and email the following information to the coordinator.

**FILL THE INFORMATION FOR ONLINE PAYMENT DETAILS:**

**COMPULSORY- FILL IN THE INFO BELOW AND EMAIL TO THE TEST CENTRE 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 All Exams You Registered for Online:**

**REGULAR TESTING: May 4 – May 15, 2026 :**

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**LATE TESTING: May 18– May 22, 2026 :**

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**Late testing reason:**

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**How will you pay?** ☐ **Demand Dra** ☐ · **Bank Deposit/Bank Transfer (N** ☐ **T)** **< fill in other as applicable >**

**\* DD or Bank Transfer No. (as applicable)**

**\* DD Issuing Bank or Bank Name(as applicable)**

**TEST CENTRE BANK DETAILS FOR NEFT:**

**BENEFICIARY NAME: SPRING DALE SENIOR SCHOOL**

**BENEFICIARY ACCOUNT NUMBER: 060801001228**

**BENEFICIARY 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 email the transaction reference number of the bank transfer to the coordinator.**

**BY PAYING THE TEST CENTRE, YOU ACKNOWLEDGE YOU HAVE READ AND UNDERSTOOD ALL AP EXAM TEST CENTRE POLICIES.**

- **Students in any of the categories below are eligible to take AP Exams at the secondary school where they're enrolled or at other AP-authorised schools or test centres:**
  - Students who are actively enrolled in secondary school.

- o Secondary school-level students who are homeschooled, participate in independent study, or attend a virtual school.

- o Actively enrolled students who may be prepared to take an AP Exam prior to the ninth grade.

- o Recent secondary school graduates who need a specific AP Exam for university admission.

- o I acknowledge that I meet the student eligibility criteria and have a legitimate need for AP testing.

- I acknowledge that I have read and agree to test centre policies above, with respect to Id Policy, Payment deadline, payment instructions, refunds and cancellations.

- I acknowledge that I will need to pay the test centre 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 centre, or I will not be able to test.

- Students in any of the categories below are eligible to take AP Exams at the secondary school where they're enrolled or at other AP-authorized schools or test centres:

- **Important ID Policy Update:** our test centres will only accept original, valid passport as ID for entry to the AP Exam administration. Please plan any passport processing applications in advance. Ensure you have the original, valid passport to bring to the test site on exam day or you will not be able to test.

## Additional testing policies

- You can take any or all of the 4 physics exams in the same year.

- You cannot retake an exam in the same year, although you may retake it in a subsequent year.

- You cannot take both Calculus AB and Calculus BC in the same year.

- You cannot take 2 exams scheduled at the same date and time. Decide which exam you wish to take first and then take the other exam during the next testing window.

## IMPORTANT ID POLICY UPDATE

## DIGITAL AP EXAM UPDATE

- The student should bring their **OWN APPROVED TESTING DEVICE** to the test centre on exam day, or else will not be able to test. Device requirements - https://bluebook.collegeboard.org/students/approved-devices

- To learn more about testing on Bluebook and their digital testing requirements, - click,https://bluebook.collegeboard.org/students

**ID Policy for test centres in India:**

Please plan any ID processing and applications in advance. Ensure you have acceptable ID to bring to the test site on exam day or you will not be able to test.

- AP-authorized test centres in India will only accept original, valid passport as ID for entry to the AP Exam administration.

- If original, valid passport is not available, then student must have the Aadhaar in either original Letter format or the PVC version with hologram only (both received from UIDAI). No other Aadhaar versions will be accepted.

- A sample of the letter version is shown below, it's the entire piece of paper and not just the card portion at the bottom. The PVC card sample is shown in the picture given below.

# No soft copies of ID proof will be accepted.



Aadhaar Letter          Aadhaar PVC Card

**RECEIVE ADMISSION TICKET FROM TEST CENTRE INFORMATION**

The test centre will provide an admission ticket to you after they have ordered your exams. Ticket will be provided no later than February 2026. This ticket is confirmation your seat has been reserved. You will need this ticket on exam day, along with an original, valid Passport or you will not be able to test.