



## GLEN ROCK HIGH SCHOOL

### October 2023

For the May 2024 administration, students at Glen Rock High School will register online for AP Testing using the Total Registration online program. Please note that the College Board requires schools to order exams in the Fall rather than the Spring. As a result, schools must require that students register for exams in the Fall.

**Online Registration will begin on Sunday, October 1, 2023, and will end on Friday, November 10, 2023, at 11:59 PM. Each exam costs \$102.00. You will not be permitted to register for any exams after 11:59 PM on November 10, 2023 due to College Board ordering deadlines.** We strongly recommend that both parents and students are present while registering to ensure that the correct exams are ordered.

**Please note, if you are taking Human Geography Semester 2, you may order the exam during the above listed time frame. Registration will re-open for Human Geography Semester 2 only in February. No other exams can be ordered after November 10, 2023.**

In order to register visit <https://user.totalregistration.net/AP/310438>. You must answer all of the questions in order for your registration to be processed. **Registration will not be considered complete until students have paid for exams. It is recommended that you print a copy of the confirmation page that is provided at the end of registration for your records.**

GRHS is excited to offer families the convenience of paying exam fees online at the time of registration. Please be sure to have a credit card or debit card available before beginning the registration process. Paying online is the best way to make sure that payment has been made. However, if you prefer, you may mail in the payment (money order or cashier's check) to the Total Registration program. **Please keep in mind that, if you prefer to pay by mail, all payments must be received (by Total Registration) by 11:59 PM on Friday, November 10, 2023. If payment is not received by November 10, 2023, the exam order will be canceled.**

### Important dates:

- Sunday, October 1, 2023: Registration begins.
- Friday, November 10, 2023 at 11:59 PM: Registration ends.
- Friday, November 10, 2023 at 11:59 PM: Unpaid registrations will be canceled, and those exams will not be ordered.
- Full refunds will be given for cancellations by Tuesday, November 14, 2023, at 11:59 PM.
- Partial refunds (\$62) will be given for cancellations by Thursday, March 14, 2023, at 11:59 PM. After March 14, 2023, no refunds will be given.
- Click [HERE](#) to view the 2023 AP Exam Schedule.
- The GRHS dates and deadlines for AP Registration may be earlier than those generally posted by College Board so that we may plan for facilities and proctors.

### Please note:

Students with both an AM and PM exam on the same day should bring a bagged lunch. ▪ Students may only register for an exam if they are enrolled in the corresponding GRHS AP course. ▪ Any student who wishes to take an AP exam not offered at GRHS should contact April Malone at [malonea@glenrocknj.org](mailto:malonea@glenrocknj.org). The student must be enrolled in a credit-bearing course (not offered at GRHS).