

**AP**

ADVANCED PLACEMENT EXAMS 2022-23

LUDHIANA, INDIA

TEST CENTER:

Sat Paul Mittal School

Center Address:

Urban Estate, Phase II, Dugri.

AP Coordinators:

Ms. Supriya Khurana, Ms. Deepika Malhotra

AP Coordinator's Email Address:

supriya.khurana@satpaulmittalschool.org

AP Coordinator's Contact Phone:

+91 9814056611, 9988118801

Contact Hours:

9:00 am – 3:00pm

Registration & Payment Deadline:

Registration of first window from Sept 12, 2022 to November 8, 2022

Registration of second window (with late fees) from December, 2022 to March 3, 2023

Deadline to pay and register is Mar 3 2023, 11:59 PM IST

Register for regular testing (May 1-12, 2023) exams before the deadline.

AP Exam Fee:

Exam fee: Rs. 17000 per AP Exam

Payment Instructions: Payment can be done in two ways:-

1. Demand Draft,
Demand draft, drawn in favour of 'Sat Paul Mittal School', payable at Ludhiana. You can submit the DD in person or send it by post. If sending by post, please include a printed copy of your application form, so that we can match the payment to your registration. The envelope must mention the name of the AP coordinator in order to avoid any confusion. Please write your name at the back of draft too.
2. Online payment,
Contact AP coordinator to get the link for payment.

Refund Policy:

REGULAR TESTING/ LATE TESTING – Rs. 2000 cancellation charges will be charged in case of cancellation of AP Exam is reported on or before 3 March, 2023. No fee will be refunded for no-shows or reported for cancellation after March 3, 2023.

REGISTRATION & PAYMENT INSTRUCTIONS

Complete ALL STEPS BELOW (register online and pay test center) by **March 3, 2023** to reserve your seat. The Test Center will provide an AP Admission Ticket as confirmation that your seat is reserved.

IF YOU REGISTER ONLINE WITH THE COLLEGE BOARD BUT DO NOT PAY THE TEST CENTER, YOU WILL NOT BE ABLE TO TAKE THE TEST AND IF YOU PAY BUT DO NOT COMPLETE ONLINE REGISTRATION, YOU WILL NOT BE ABLE TO TAKE THE TEST.

TO START: Use a phone, tablet, or computer to complete registration online with the College Board (Steps 1 - 5)



1 SIGN 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.

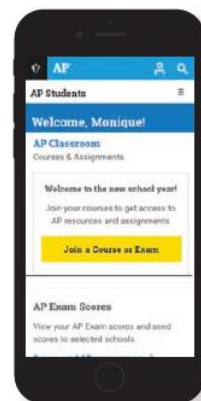
❶ Forgot your login info? Follow the “Forgot username or password?” links to reset them.

❷ Don't have a student account yet? Click the **Sign up** link. **IMPORTANT: Create your College Board account using the same email you will provide to the test center.**

❸ Having technical issues? Contact AP:

Email: apstudents@info.collegeboard.org

Phone: +1 212-632-1780



2 JOIN AN EXAM

Click the **Join a Course or Exam** button.



3 SUBMIT YOUR JOIN CODE

Check the India AP Exam schedule on <http://ap-india.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.)

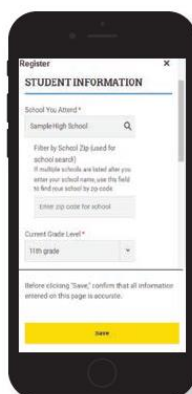
[CHECK JOIN CODES FROM NEXT PAGE]



4 VERIFY EXAM INFORMATION

Confirm the exam name, exam date, and test center name are what you want.

Click the **Join a Course or Exam** button.



5 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.

LIST OF UNIQUE JOIN CODES

Course Name	Join Code
AP Art History	JXDYPG
AP Biology	XZ9JR6
AP Calculus AB	4EXXGG
AP Calculus BC	E7PG9J
AP Chemistry	EEN3D2
AP Comparative Government and Politics	Z4ZJXW
AP Computer Science	X47G63
AP English Language and Composition	7VL7Y2
AP English Literature and Composition	JA3ZQX
AP Environmental Science	G723A6
AP European History	V9LLLP
AP Human Geography	A3Q64P
AP Macroeconomics	QGJRZ9
AP Microeconomics	924YWE
AP Music Theory	67WM3V
AP Physics 1	N3RVP2
AP Physics 2	VA9P3D
AP Physics C: Electricity and Magnetism	EJWWVZ
AP Physics: Mechanics	PGXVWA
AP Psychology	QQJGLQ
AP Statistics	9XZMQZ
AP United States Government and Politics	EQ2V9Z
AP United States History	DDM3A9
AP World History: Modern	YAYVJ7



6 PAY TEST CENTER WITHIN 3 DAYS OF COMPLETING ONLINE REGISTRATION OR **BY MARCH 3, 2023** 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.

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 Mobile: _____
- Student Date of Birth (DDMMYYYY): _____ (see age acknowledgement below)
- List All Exams You Registered for Online:
 - REGULAR TESTING: May 1 – May 12, 2022: _____
- How will you pay? Demand Draft Online banking
 - Details of online payment (as applicable) _____
 - DD Issuing Bank or Bank Name (as applicable) _____

BY PAYING THE TEST CENTER, YOU ACKNOWLEDGE YOU HAVE READ AND UNDERSTAND ALL AP EXAM TEST CENTER POLICIES.

- I acknowledge that in order to take AP Exams, I am enrolled in or affiliated with a secondary school (high school) to take AP Exams. I meet at least one of the eligibility categories below:
 - Students testing at the secondary school where they're enrolled.
 - Students enrolled at a secondary school but testing at another authorized school or test center.
 - Secondary school-level students who are homeschooled, participate in independent study, or attend a virtual school.
 - Younger students who are not yet enrolled in secondary school (i.e., below ninth grade) but are prepared to take an AP Exam.
- I acknowledge that if I do not meet the above eligibility requirement and have a legitimate need for AP testing, I must request approval via email from College Board at apttestsecurity@collegeboard.org, prior to registering with a test center.

Candidates testing at authorized centers in India: Students must be under the age of 21 at the time of the exams in May 2023. (Born after May 31, 2002)

Candidates must have original passport on the test day.

If a student has a legitimate reason for not having their valid, original passports on test day, only the two versions of Aadhaar listed on ap-india.org are accepted. For example: "I acknowledge that if original, valid passport is not available, then I 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."



7 RECEIVE ADMISSION TICKET FROM TEST CENTER

The test center will provide an admission ticket to you after they have ordered your exams. This ticket is confirmation your seat has been reserved. You will need this ticket on exam day, along with an original, valid passport only, or you will not be able to test.