



Klein Oak
High School
Home of the Panthers

Empowering lives through learning

Klein Independent School District

www.kleinisd.net

Dear Klein Oak Advanced Placement Students and Parents,

Taking Advanced Placement exams is an important part of all AP courses. Klein Oak High School encourages students to take AP exams for the AP classes that are offered. Scoring well on an AP exam often can earn students college credit.

There are very important changes to the AP registration process this year. For the 2018 AP exams, students at Klein Oak High School will be registering through **College Board and Total Registration**.

1. Students will need to choose whether they are going to take AP exams and register online through **College Board**. Registration begins Monday, September 25, 2017 and ends Sunday, October 15, 2017. Please verify with your child that this has been completed, as students were instructed to complete this during their AP class. Students should visit <https://apsupport.collegeboard.org> to complete the registration process. Each AP exam costs **\$94**. For students who register **after October 15, 2017, each AP exam fee increases to \$188**. It is imperative that students complete their commitment to register through College Board by the October 15th deadline. Klein Oak High School would like for every student to be able to take their AP exams. Students requiring financial assistance should contact Jennifer Hatchett, jhatchett1@kleinisd.net, in the Counseling Center for information.
2. Payments can be made through **Total Registration** beginning Monday, October 2, 2017 at 7:00am and ending Thursday, February 22, 2018 at 11:59pm. In order to make payment, students should visit www.TotalRegistration.net/AP/446691. To complete the payment process, students must answer all of the required questions. Registration is not complete until the confirmation page is displayed at the end. It is recommended that you keep a copy for your records. We know that parents may desire to register their students for exams, however, it is strongly recommended that both the parent(s) and student are present while registering to ensure that the correct exams are ordered. Klein Oak High School is excited to offer families the convenience of paying exam fees online through Total Registration, so please have a credit or debit card available when making payment. Please note that Total Registration allows the option to make partial payments (\$47 per exam), however, you will be charged a convenience fee of \$2.75 for each partial payment made on a student's account. **This fee is not applicable on payments made in full.**

- Payment Options:
1. Pay in full by December 1, 2017 (\$94 per exam)
 2. Partial payments (\$47 per exam by December 1, 2017—Remaining balance by February 22, 2018)
 3. Pay in full by February 22, 2018 (\$94 per exam)

*Please note all cancellations will be eligible for a full refund if cancelled before February 22, 2018. **NO refunds will be given after February 22, 2018.**

Please contact Jennifer Hatchett, jhatchett1@kleinisd.net if you have any questions.