

AP Exam Fee Reduction Steps

Step 1- Register: Students ***MUST*** first register for their AP Exams ***ONLINE*** at www.totalregistration.net/AP/52533 or follow the link on the Poway High website by February 27th at 11:59 pm. Do not pay for the exam online; choose the pay later option. If you are on Free/Reduced lunch, indicate this on your registration.

Step 2- Fee Reduction Form: Fee reduction forms are available in the counseling office. Please fill out the form and turn it into the Counseling Office as soon as possible. Miss Hughes and Ms. Arreguin will need to verify that you qualify for the fee reduction(s).

Step 3- Payment: Once the fee reduction is verified, pay the \$5 per exam fee at the PHS Finance Office. If you do not pay the \$5 per exam fee by February 27th at 11:59 pm, a test will not be ordered on your behalf.

Any student using a fee reduction, who does not take the exam, will be required to pay \$25 fee/exam.