



ADVANCED PLACEMENT EXAMS 2023-24

LUDHIANA, INDIA

TEST CENTER:

Sat Paul Mittal School

Center Address: Urban Estate, Phase II, Dugri.
AP Coordinators: Ms. Amritpal Kaur, Ms Deepika kaushal
AP Coordinator's Email Address: Amrit.kaur@satpaulmittalschool.org
AP Coordinator's Contact Phone: 9592484079, 9988118801
Contact Hours: 9:00 am – 3:00pm
Registration & Payment Deadline: : Registration in first window from Sept 14, 2023 to November 8, 2023
Registration in second window (with late fees) from January 2, 2024 to March 5, 2024
Deadline to pay and register is March 5, 2024
Register for regular testing (May 6-17, 2024) exams before the deadline.
AP Exam Fee: Regular Testing Exam: Rs. 17600 *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 March 5, 2024. No fee will be refunded for no-shows or reported for cancellation after March 5, 2024.

REGISTRATION & PAYMENT INSTRUCTIONS

Complete ALL STEPS BELOW (register online and pay test center) by **March 5, 2024** 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, or Exam button.

SAT, or PSAT scores, or to register for the SAT.

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

❗ 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. Use first and last name as you have written in your passport.**

Having technical issues? Contact AP:

Inquiry Form: cb.org/apstudentinquiry

Live Chat available on <https://apstudents.collegeboard.org/> during AP Program business hours

Phone: +1 212-632-1780



2 JOIN AN EXAM

Click the **Join a Course**



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]

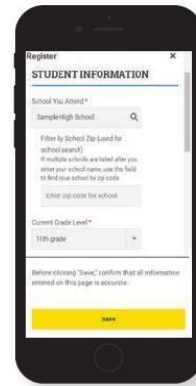


4 VERIFY EXAM INFORMATION

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

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

Repeat steps 2 – 4 for each exam you wish to take.



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.

THESE ARE UNIQUE JOIN CODES AND DIFFERENT FOR ALL TEST CENTERS

LIST OF UNIQUE JOIN CODES

Course Name	Join Code
AP Art History	2PEYLW
AP Biology	Y7N64L
AP Calculus AB	Q9E74N
AP Calculus BC	ADRQVR
AP Chemistry	VEMGAR
AP Comparative Government and Politics	4Z32XL
AP Computer Science A	43VA7X
AP English Language and Composition	W4P2JD
AP English Literature and Composition	M2GZYD
AP Environmental Science	LG9RGN
AP European History	9PEW2V
AP Human Geography	EWA7GA
AP Macroeconomics	RGJN9A
AP Microeconomics	43JEMG

AP Music Theory	PXGVR6
AP Physics 1	NAGXYX
AP Physics 2	N776VA
AP Physics C: Electricity and Magnetism	4A9Q7A
AP Physics C: Mechanics	R99APM
AP Precalculus	D9V9EG
AP Psychology	PRW7YV
AP Statistics	9XQQGV
AP United States Government and Politics	XNDVY2
AP United States History	YYMWVM
AP World History: Modern	D44V64



6 PAY TEST CENTER WITHIN 3 DAYS OF COMPLETING ONLINE REGISTRATION OR **BY MARCH 5, 2024** 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)
- AP ID (locate in your profile in your AP ID in your College Board)
- List All Exams You Registered for Online:
REGULAR TESTING: May 6 – May 17, 2024:

- 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 meet at least one of the eligibility categories below:

- Students who are actively enrolled in secondary school.
- Secondary school-level students who are home schooled, participate in independent study, or attend a virtual school.
- Actively enrolled students who may be prepared to take an AP Exam prior to the ninth grade.
- Recent secondary school graduates who need a specific AP Exam for university admission.
- I acknowledge that I meet the student eligibility criteria and have a legitimate need for AP testing.

Candidates testing at authorized centers in India: Students must be under the age of 21 at the time of the exams in May 2024. (Born after May 31, 2003)

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. If you review the updated ID policy on ap-india.org, you can incorporate that language into your acknowledgements on the website and registration PDF as well. 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.” You can also add this to your admission ticket for clarity.



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.