



First Semester AP STUDENT CHECKLIST.



PPS Students → You must take the following actions by Nov. 2nd to take an AP Exam in May 2021. Watch this [short video](#) for more information.

DUE DATES	Details
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STEP 1. Due NOW

- Create or update your MyAP account at myap.collegeboard.org

** If a student is having trouble logging on, the student must personally call the College Board at 866-315-6068.*

Your school code is:

Benson	380840	Lincoln	380900
Cleveland	380855	Madison	380910
Franklin	380870	Roosevelt	380910
Grant	380880	Wilson	380937

Use a personal email address (not student.pps.net).

STEP 2. Due NOW

- Join your class section online at [MyAP](#).

Your AP teacher will give you a CLASS join code.

- Here's [how to join your class](#) on MyAP.

STEP 3. Due NOW

First semester students only.

- Sign up for the exam on [MyAP](#).

Your AP teacher will give you an EXAM code.

You must enter BOTH codes on your [MyAP](#) account.

- Enter both codes in the same place by clicking on the yellow "Join a course or exam" button. Watch [this video](#) for more info.

STEP 4. PAYMENT - First semester students only, choose an option below. Both options require students to register at APTSusa.com/PPS. **Due NOV 2, 2020.**

** After Nov. 2nd, there will be a \$40 per exam late fee.*

→ If you **need financial assistance**

- 1st** - A parent/guardian must complete the online [Financial Assistance Request form](#)
- 2nd** - A code will be emailed to your family in one to two days.
- 3rd** - Enter this code at APTSusa.com/pps.

The Financial Aid form MUST be completed by November 2nd in order to receive assistance.

After you submit the form, we will send you a code that you MUST enter at APTSusa.com/pps.

→ If you **DO NOT need financial assistance**

- Pay for exam at APTSusa.com/pps.

Each exam cost \$70 (\$118 for Capstone).

An initial payment must be made by November 2nd or an exam will NOT be ordered.

Pay a \$40 deposit, remainder due December 11th.

Nov. 2, 2020

- Deadline to cancel exam

To cancel, call the PPS AP Office at 503-916-3517 or contact your school's AP Coordinator directly.

Benson	Megan Hill	Lincoln	Kim Bliss
Cleveland	M. Berrios-Brown	Madison	Trinh Ngo
Franklin	Alice Headley	Roosevelt	Dave Valenzuela
Grant	Joe Mitacek	Wilson	Brian Covey

SECOND SEMESTER STUDENTS - Complete steps 1 & 2 now. You will complete Steps 3 & 4 in February.

** Please contact Anna Lortz, District Testing Coordinator at 503-916-3517 or alortz@pps.net with any questions.