

Process to register for AP exams:



1. Please only one (1) registration form per student.
2. Students with any needed accommodations **MUST** talk to Mr. Takayoshi by February 15th
3. Students needing financial assistance must fill out the verification form on the back of the AP registration form or talk to Mr. Takayoshi. If assistance is given, the student **MUST** take the exam or reimburse the school.
4. AP exam payments can be made with cash or check (made payable to CHS) at the Treasurer's Office. Credit Card payment is also available, refer to number 5 below.
5. **Payment of AP exams by Credit Card – follow in this order.**
 - Go to the district online payment website at <http://paymentsonline.everett.k12.wa.us> using the student's district-assigned student id number as the **User Name** and the student's registered last name as the **Password**. **A \$3 processing fee is assessed for Credit Card payment.**
 - **Students must print out the receipt, and attach it to the (completed) registration form and turn in both to Ms. Sandico (Treasurer's Office) for the exam order to be placed NO LATER THAN MARCH 8, 2019.**

AP exam registration and payment dates
Monday, February 4 through Friday, March 8