



ADVANCED PLACEMENT EXAMS 2024

INDORE, INDIA

TEST CENTER: THE EMERALD HEIGHTS INTERNATIONAL SCHOOL

Center Address: OPP. AKASHWANI, AB ROAD, RAU, INDORE.

AP Coordinator: VANDANA MURJANI

AP Coordinator's Email Address: counselor@emeraldheights.edu.in

AP Coordinator's Contact Phone: 6262045310

Contact Hours: Monday to Friday: 3:00 pm to 4:00 pm

Late Registration & Payment Deadline: **Late Registration opens on Dec.1st, 2023. Deadline to pay and register is Feb 24th, 2024**

Register for regular (May 6, 2024-May 17, 2024). **PLEASE NOTE: OUR CENTER IS CLOSED FOR LATE TESTING**

AP Exam Late Registration Fee: Late Registration Fee INR 18,000 /- per AP Exam

Refund Policy: **NO REFUND IN THE EVENT OF CANCELLATIONS OR NO SHOW**

REGISTRATION & PAYMENT INSTRUCTIONS

Complete ALL STEPS BELOW (register online and pay the test center) by **February 24th, 2024** to reserve your seat. The Test Center will provide an AP Admission Ticket by **MARCH 22ND, 2024**, as a 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 TEST.

IF YOU PAY BUT DO NOT COMPLETE ONLINE REGISTRATION, YOU WILL NOT BE ABLE TO TEST.

TO START: Use a phone, tablet, or computer to complete registration online with the College Board (Steps 1 - 5)

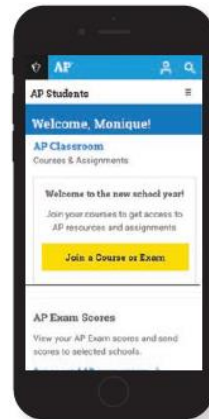


1 Sign in to myap.collegeboard.org using the same College Board student account login you have used to view AP, SAT, or PSAT scores, or to register for the SAT.

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

❷ 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. ❸ Having technical issues? Contact AP: Inquiry

Form: cb.org/apstudentinquiry *Live Chat available <https://apstudents.collegeboard.org/> during AP Program business hours * Phone: +1 212-632-1780



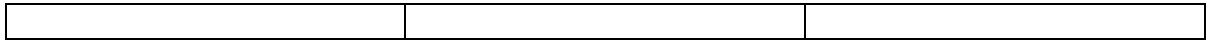
2 JOIN AN EXAM

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



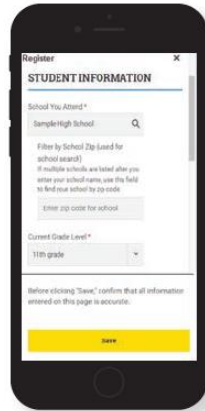
Check the India AP Exam schedule on <http://ap-india.org>. Enter the unique join code for each testing exam you wish to take at this test center and click **Submit**. (Repeat for each exam you wish to take.)

REGULAR TESTING: MAY 6 th , 2024 – MAY 17 th , 2024 (SELECT THE APPROPRIATE CODE)		
<ul style="list-style-type: none"> • AP Biology: YMWL46 • AP Calculus AB: PGVVXW • AP Calculus BC: L67VV4 • AP Chemistry: AZ3GAX • AP Statistics: 4JEM76 	<ul style="list-style-type: none"> • AP Macroeconomics : XAGDDA • AP Microeconomics: 4A26L4 • AP Psychology: 9Y2V3M • AP World History: 9GJ4QL • AP Comp. Govt & Politics: 96G7RL 	<ul style="list-style-type: none"> • AP Physics C: E &M- J6PPE7 • AP Physics C: Mechanics: MMYPED • AP Physics 1 : VJ2XLA • AP Environ. Sc.: VMQWZG • AP Comp Science A: JVWMPQ



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.



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.

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



6 PAY TEST CENTER WITHIN 3 BUSINESS DAYS OF COMPLETING ONLINE REGISTRATION or latest by FEB 24TH, 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 (WhatsApp Mandatory for faster communication): _____
- Student Date of Birth (DDMMYYYY): _____ (see age acknowledgement below)
- List All Exams You Registered for Online:
 - REGULAR TESTING: May 6– May 17, 2024: _____
 - How will you pay? Cheque
 - Cheque No. (as applicable)
 - Cheque Issuing Bank or Bank Name (as applicable) _____

Payment can be made only by cheque, drawn in favour of

***Name - EMERALD HEIGHTS INTERNATIONAL SCHOOL
 Bank Name - Kotak Mahindra Bank
 Bank A/C No. - 6812692341
 IFSC - KKBK0000751
 Branch - M.G.Road , Indore 452001 (M.P.) , India***

The Cheque can be submitted in person, or sent by post with-Student's Name, Father's Name and School/City at the backside of the cheque. If sending by post, please include the printed copy of your application form, so that the payment can be matched with your registration. The envelope must mention the name of the AP coordinator in order to avoid any confusion.

IMPORTANT: ALL APPLICANTS MUST SHARE THE FOLLOWING DETAILS WITH THE TEST COORDINATOR:

STUDENTS FULL NAME, DOB, FATHER'S NAME, SCHOOL'S NAME, CLASS, FEE AMOUNT PAID, with the names of subjects registered.

BY PAYING THE TEST CENTER, YOU ACKNOWLEDGE YOU HAVE READ AND UNDERSTOOD ALL AP EXAM TEST CENTER 2024 POLICIES:

- ✓ ***AP's Student eligibility:** Students must be enrolled in or affiliated with a secondary school (high school) to take AP Exams. Students in any of the categories below are eligible to test:
- ✓ Students actively enrolled in secondary school.
- ✓ Secondary school-level students who are homeschooled, 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.
- ✓ ***If you recently graduated secondary school (typically within but not limited to 1-3 years after graduation) and need an AP Exam to apply for university, you do not need to contact the AP Program for permission to test in 2024. If you aren't sure if you're eligible to test, please contact your test center coordinator.**

****Prospective exam takers who do not meet the above requirements and have a legitimate need for AP testing must request approval via email from College Board at aptestsecurity@collegeboard.org, prior to registering with a test center.***

****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, 2002)***

- I acknowledge that I will need to pay the test center and register online with the College Board by the stated deadline to complete my AP Exam registration and receive an Admission Ticket from the test center, or I will not be able to test.
- I acknowledge that I have read and agree to test center policies above, with respect to payment deadline, payment instructions, refunds and cancellations.
- "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." Check <http://ap-india.org/> for more information on this.
- I acknowledge that I will bring my Printed Admission Ticket along with an original, VALID PASSPORT to the test center on exam day, or I will not be able to test.
- Photocopies of the ID will not be accepted.
- Plan visa applications or ID renewals in advance,
- Must ensure that you have valid ID in hand on test day.

****** I also acknowledge that in order to take AP Exams, I meet at least one of the eligibility categories below:***

- Students who are actively enrolled in secondary school.
- Secondary school-level students who are homeschooled, 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.