



January 6, 2020

Dear Parents and Guardians,

The College Board, which administers the AP program, changed its process this year and required students to commit to taking an AP exam prior to November 15<sup>th</sup>. Your child is currently registered to take one or more Advanced Placement (AP) exams next spring. The cost of each AP exam is \$94 and the invoice on the reverse side of this letter indicates the exam(s) for which your child has registered and indicates the total exam fees due.

All exam fees are due by March 1, 2020 and two payment options are being provided:

**Option 1**

- Pay online by clicking this [link](#)

**NOTE:** The payment screen will indicate that the Exam Fee is \$90.48. B-CC is absorbing the convenience fee **this year only**.

**Option 2**

- Payment of \$94 per exam may be made in cash or check
- Checks should be made payable to Bethesda-Chevy Chase High School and must include the student's ID number
- Cash or check payments will accepted by Ms. Jilson during lunch on Tuesdays and Thursdays starting January 9<sup>th</sup> through February 27<sup>th</sup> in the IB Office.

After March 1, 2020, obligations related to AP exam fees may prevent students from participation in extracurricular activities,

Any student or family who needs assistance paying for AP exams should complete this [AP Exam Fee Assistance Request Form](#) and return it to the school by Friday, February 14, 2019.

Specific questions about a particular AP exam should be addressed to your child's AP teacher. Questions about exam administration, payments, and deadlines should be directed to Mrs. Emily Young at [Emily\\_A\\_Young@mcpsmd.org](mailto:Emily_A_Young@mcpsmd.org).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shelton Mooney'.

Shelton Mooney, Ed.D.  
Acting Principal