



AP Exam Registration at LCS

Langley Christian School offers a limited number of AP Exam registrations for non-LCS students who wish to complete AP Course Exams. In order to register, students will need to complete the [AP Exam Registration and Payment Form](#) via Blackbaud to confirm their exam seat. Spaces are limited. Once the exam(s) have been paid and registered for, the students will be provided with an Exam Only Join Code and must use it to register within 14 days. Per current instructions, the College Board will only be offering digital exams in the 2024-25 school year.

Dates & Times: [College Board AP Exam Schedule](#)

Please arrive 30 minutes prior to the exam. If two of your exams are at the same time, you may sign up to take a late-sitting exam at an additional fee, please contact hs@langleychristian.com to register for Late-Sittings. [College Board Late-Sitting Exam Schedule](#).

What to bring: [College Board AP Supply Guide](#)

Students are **REQUIRED** to show **government issued-ID** (e.g. Driver's License, Passport, Certificate of Canadian citizenship, or Permanent Resident Card) upon arrival in order to participate in the exam. **If they do not, they will not be allowed to write the exam and no refund will be given.**

Location: Langley Christian High School
22702 48 Ave, Langley Twp, BC V2Z 2T6

Late Registration Fee: \$340 per exam (between Nov 15, 2024 - March 15, 2025)
College Board charges an additional fee for registrations after November 15, 2024.

Cancellation Policy: Students who wish to cancel an exam prior to April 1, 2025 are eligible to receive a maximum refund of \$100 per exam. After April 1, 2025, no refunds will be available. **Refunds will only be applied to the original card that was charged.**

HOW DO I SIGN UP?

STEP 1: Complete the LCS [AP Exam Registration and Payment Form](#).

Due to system restraints, you will have to complete a new form for EACH exam registration.

STEP 2: Receive Join Code via email.

Once we have received your payment and registration, we will send you an email with your Exam Join Code which you must use to register within 14 days.

STEP 3: Create or login to a College Board Account.

If you do not already have one, create an account on the [College Board website](#)
USING YOUR **LEGAL** FIRST AND LAST NAME.

STEP 4: Use the JOIN CODE(S) to register for each specific exam with College Board within **14 days**.

Sign in to the [College Board website](#) and use the Join Codes given in Step 2 to register for each SPECIFIC EXAM you have purchased no later than 14 days after receiving the email.

PLEASE NOTE THAT IT MAY TAKE UP TO SEVEN BUSINESS DAYS TO PROCESS YOUR PAYMENT AND SEND YOU THE JOIN CODES. REGISTRATIONS WILL NOT BE PROCESSED BETWEEN DECEMBER 20TH AND JANUARY 6TH AS WE WILL BE CLOSED FOR THE CHRISTMAS BREAK. If you have further inquiries, email the LCS AP Coordinator at hs@langleychristian.com.