



USIEF New Delhi invites students residing and studying in India to register for the 2020 Advanced Placement Exams**

Get the Advanced Placement(AP) Advantage!

Why take the APs?

- Students can earn course credit at colleges in the U.S. and 60 other countries*.
- Gain advanced knowledge about a field before formal study at a university.
- Advanced Placement (AP) Exams train students in taking higher level tests in a university setting.
- Students who score a 3 or higher on an AP Exam typically earn higher GPAs in college than their non-AP student peers.

Why choose USIEF as your testing center?

- USIEF has been the testing center of choice for students for more than two decades.
- As it is centrally located, it is accessible from all parts of the city.
- The venue is quiet, clean and airconditioned which makes it conducive for students to write tests.
- Tests are administered by a team of trained proctors

*Please check the credit policies of various universities on <https://apstudent.collegeboard.org/creditandplacement>.

AP Exam Dates: Regular testing dates : May 4-15, 2020
Late testing dates: May 20-22, 2020

Registration & Payment Dates: Registration opens on October 4, 2019, both for regular and late testing AP exams.
Deadline to register and pay is March 10, 2020

Registrations after March 10, 2020 will not be possible.

AP Exam Fee: Regular testing: Rs. **17,500** per exam
Late testing: Rs. **20,000** per exam

Refund Policy: **No refund will be given for cancellation at any stage or for no-show on the test day.**

Please note:

- *Registration will be on a first-come basis as we have limited seating.*
- *Payment must be made within 3 business days of submitting the registration form, or by March 10, 2020, whichever comes first. Payment must be received to complete registration and to reserve your seat.*
- *Online registration does not ensure a seat for the chosen AP Exam(s) until payment is received for the tests registered. ONLY tests for which the payment has been made will be ordered by USIEF. Payments made without registration will not be considered for test ordering.*
- *Once registration formalities are complete, students cannot change the subject(s) chosen for the AP Exam(s).*
- *Cheques and Demand Drafts(DD) should be in exact multiples of the AP Exam fee (for example, for AP exams ordered for Regular testing cycle before March 10, 2020 the amount will be 'INR 17,500 X total number of tests').*
- *USIEF test centers reserve the right to update, change, and/or modify, their internal test registration policies at their discretion.*

**USIEF Test Centers offer the AP Exams only to students studying and residing in India.

Contact Info: EducationUSA Center - United States-India Educational Foundation
Fulbright House, 12 Hailey Road, New Delhi 110001
Tel.: +91-11-42090980/984 | E-mail: tests@usief.org.in | Toll Free: 1800-103-1231 (Mon – Fri, 2-5 PM)

Working hours: Monday to Friday, 9.00 AM. to 5:00 PM.

Registration Process

STEP 1: SIGN IN TO MY AP - Sign in to myap.collegeboard.org using your College Board student account login. This is the same login you use to access your AP scores, PSAT/NMSQT® scores, or to register for the SAT®. If you don't have a student account, please sign up at collegeboard.org/register. Before registering, check the India AP Exam schedule on <https://international.collegeboard.org/prepare-to-study-in-the-us/ap-in-india>.

For technical issues, please contact email: apstudents@info.collegeboard.org, phone: +1 212-632-1780.

STEP 2: JOIN AN EXAM - Click the *Join a Course* or *Exam* button.

STEP 3: SUBMIT YOUR JOIN CODE - Enter the unique join code for each regular or late testing exam you wish to take at this test center and submit. **Please note that join codes will expire after the deadline. Please complete the entire registration process using the join codes before the applicable deadlines.** Refer to the list below for appropriate join codes.

REGULAR TESTING: MAY 4 – MAY 15, 2020 (SELECT THE APPROPRIATE CODE)		
<ul style="list-style-type: none"> • Art History: VY769Y • Biology: AX4Z63 • Calculus AB: PD2VQM • Calculus BC: WMAJ6G • Chemistry: 4RPMY3 • Comparative Gov & Politics: WZYVKM • Computer Science A: DDZPVM • ENGLISH LANGUAGE & COMP: 24AZ2R 	<ul style="list-style-type: none"> • English Literature & Comp: PAAEQR • Environmental Science: KJ9364 • European History: V9J4NQ • Human Geography: 6JJJJV • MACROECONOMICS: ENJ4XX • Microeconomics: GRPJDK • Physics 1: PZKJA7 • Physics 2: NRYGJ9 	<ul style="list-style-type: none"> • Physics C: E&M: Q6RQ9J • Physics C: Mech: ZGW4G9 • Psychology: 7M4MMM • Statistics: QRRNK4 • United States Gov & Politics: DVNNPK • United States History: NNEJQA • World History: Modern: NGWPNY
LATE TESTING: MAY 20 – MAY 22, 2020 (SELECT THE APPROPRIATE CODE)		
<ul style="list-style-type: none"> • Art History: VN342K • Biology: E6DNQ6 • Calculus AB: YER3W9 • Calculus BC: GYAX4K • Chemistry: XX4MGN • Comparative Gov & Politics: GVG4GY • Computer Science A: D94YZ7 • ENGLISH LANGUAGE & COMP: KM269P 	<ul style="list-style-type: none"> • English Literature & Comp: PDVGV3 • Environmental Science: Z3E63V • European History: 7V74JR • Human Geography: 4MK3YW • MACROECONOMICS: EGZV4D • Microeconomics: KJJRD7 • Physics 1: 3JZP2P • Physics 2: 7GARAN 	<ul style="list-style-type: none"> • Physics C: E&M: JEDQ6E • Physics C: Mech: 3JKJ3P • Psychology: 7K292Q • Statistics: 4KKDDG • United States Gov & Politics: PD6NQ6 • United States History: 34DYK9 • World History: Modern: D64ND4

STEP 4: VERIFY EXAM INFORMATION - Confirm if the chosen exam name, date and test center are correct and click on Yes button.

STEP 5: FILL OUT REGISTRATION INFORMATION - After registering for the first test, you will be asked to provide additional information about yourself. Please provide accurate information as this will be appearing on your personalized AP labels. You only have to do this once. Repeat steps 2 to 4 for each exam you wish to take.

STEP 6: PAY FOR YOUR EXAM - Pay the test center within 3 business days of completing the online registration or by the registration deadline, whichever comes first. **Please complete the AP test registration form (page 3 of this document), scan and send it to tests@usief.org.in or submit a printed copy to the center. Registration will be considered incomplete if the completed AP test registration form is not submitted within 3 business days of completing the online registration or by the registration deadline, whichever comes first.**

STEP 7: RECEIVE ADMISSION TICKET FROM TEST CENTER - The test center will provide an admission ticket to you after they have ordered your exams. Ticket will be provided no later than April 15, 2020. This ticket is confirmation that your seat has been reserved. You will need this ticket on the exam day, along with an original, valid passport or Aadhaar card, to take the test.



Advanced Placement (AP) Test Registration Form

Please complete this form and email to tests@usief.org.in or submit a printed copy to the center.

Student First Name: _____ **Student Last Name:** _____

Student's AP ID (*This is listed on your College Board 'My AP Portal' profile*): _____

Student Primary Email: _____

(*same as the email used for your College Board 'My AP Portal' account*)

Student Mobile Number: _____ **Student Date of Birth (DD/MM/YYYY):** _____

(*see age acknowledgement below*)

List the exams you are paying for:

Regular testing dates: May 4 – 15, 2020:

Late testing dates: May 20 – 23, 2020:

Late testing reason: _____

Payment details: Demand Draft (DD) Bank Deposit/Bank Transfer (NEFT/IMPS)** Cheque

▪ Cheques and DDs are to be issued in the name of USIEF-EAS Account. Please visit the test center to handover the cheque or DD.

▪ Cheque/DD or bank transfer number (as applicable) _____

▪ Cheque/DD Issuing bank or bank name (as applicable) _____

****Test center bank details:** For NEFT/IMPS payments, please write to tests@usief.org.in requesting USIEF New Delhi's bank details.

By paying the test center, you acknowledge that you have read and understand all AP exam test center policies -

- I acknowledge that the student (test taker) will be under 21 years of age (born after May 31, 1999) at the time of taking any AP Exams in May 2020.
- I acknowledge that I will need to register online with the College Board by the stated deadline, pay the test center to complete student's AP exam registration and receive an admission ticket from the test center, in order to take the test.
- I acknowledge that I have read and I agree to the test center policies as given above with respect to payment deadline, payment instructions, refunds and cancellations.
- I acknowledge that the student will bring his/her admission ticket along with an original, valid Passport or Aadhaar card to the test center on exam day, or he/she will not be able to take the test.
- I understand that photocopies of the ID will not be accepted.
- I will plan any visa applications or passport renewals in advance to ensure that the student has a valid ID in hand on the test day.

Signature of the student: _____ **Date:** _____

Name & signature of the parent/guardian: _____ **Date:** _____
(mandatory if the student is under the age of 18)

For Office Use Only: USIEF Staff Name & Signature: _____ **Date & Time of Receipt:** _____

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