

Murrieta Valley High School is excited to offer families the convenience of paying exam fees online at the time of registration. This single system will offer families a convenient method for registering and paying for both AP and IB exams at a time that is convenient for families. Please be sure to have a credit card or debit card available before beginning registration. You must register and pay for AP and IB exams separately but can use the same login information for both exam registrations.

Payment for exams will not be accepted at the school.

Dates: Exams will not be ordered unless full payment is received.

- *Registration Begins* - Monday, October 4, 2021, at 7:30 AM.
- *Regular Registration window ends* - Sunday, November 7, 2021, at 11:59 PM.
 - If payments are not received by this date, registrations will automatically incur a \$10 late fee per exam.
- *Late Fee Registration window begins* - Monday, November 8 -12, at 12:01 AM
- Payment plans are available and encouraged.
A \$40 deposit must be submitted by Nov 8 (to avoid late fees) and final payments must be completed by April 1, 2022
- *Last day to cancel an exam and receive a partial refund* Sunday, March 31, 2022.
Late fees are non-refundable.

Price:

- \$100 per AP exam
- \$5 per AP exam for students who are enrolled in the district's Free and Reduced lunch program for the 2021-2022 school year. Complete your fee reduction/waiver at <https://fma.murrieta.k12.ca.us> by applying for the free/reduced lunch program.

FAQs:

1. **Where do I go to sign up for my AP exams?** (This is a separate link from AP exams, but the same login info can be used for both systems.)

www.TotalRegistration.net/AP/052073

2. **How do I create an account?**

Use your school student email to create an account and password for yourself. If you created an account last year, please use that account. Make sure you type your name as it appears on official school records, as the IB docs will display the name typed into the Total Registration system and this will be sent to colleges. (Parent accounts should NOT be created, as each account must be unique to the student.)

3. Does this work for both AP and IB?

Although your user account name and password are the same, you must register and pay for your AP and IB exams through the separate Total Registration Links.

4. What are my payment options? ***Exams are not ordered until paid in full.**

- a. It is recommended you pay by credit card at the time of registration.
- b. Families can choose a payment plan option and pay \$40 per exam by Nov. 12 choose to pay by credit card in separate installments until the end of the registration window (April 1, 2022)
- c. The system allows for families to pay by check, but checks must be sent to Total Registration by the above deadlines. Instructions are provided within the site if this option is pursued. **Do NOT send payments to the school.**

5. What if I am on free/reduced lunch?

Students enrolled in the free/reduced lunch program for the current school year must check the box indicating this status during the Total Registration process. Students will not be able to pay immediately at the time of registration. Their registration will be paused until Mrs. Castro confirms participation in the Free/Reduced lunch program for the 2021-2022 school year. Please give 24-48 hours turn-around for this to be approved. Please do not wait until the last day, as this process will cause a delay and a late fee will be charged. Once approved, families can go back into the system to pay for the IB exams. If you register late, students on free/reduced lunch are still responsible for paying the full late fee.

***Families can apply for the fee reduction at <https://fma.murrieta.k12.ca.us>**

6. How do I know if my registration is complete?

Registration is not complete until you click “**confirm registration**”. Print your confirmation page for your records when registration is complete. Verify accuracy of exams and levels before confirming your registration.

AP Exam questions or Free/reduced lunch approvals - Contact Mrs. Nicole Castro at ncastro@murrieta.k12.ca.us

IB Exam questions - Please contact Mrs. Alanna Fields, IB Diploma Coordinator at afields@murrieta.k12.ca.us

