



# Setting Up Your AP Year

for North Dakota AP Coordinators

Presented in partnership with



August 12, 2025

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# Your North Dakota Team



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# Housekeeping

**All registrants will have access to a recording of the webinar that will be sent out after today's webinar and placed on North Dakota Department of Public Instruction's website.**

**Please drop your questions into the Q&A during the presentation. We will address these at the end of the webinar as time permits.**

If your question is not answered during our time today, we'll follow-up via email.

# AP Webinars for North Dakota Educators

Join us for monthly sessions addressing timely topics and answering your questions.

## SETTING UP YOUR AP YEAR

**August 12, 2025 | 3:30–4:15 p.m. CT**

Launch your AP program with confidence. Learn best practices for enrollment, access codes, and key tasks.

## PREPARING FOR APRO SUCCESS

**September 9, 2025 | 3:30–4:15 p.m. CT**

Navigate the AP Registration and Ordering system. Perfect for both new and returning coordinators.

## MAKING AP CLASSROOM WORK FOR YOU

**September 10, 2025 | 3:30–4:30 p.m. CT**

Get the most out of AP Classroom with a live demo highlighting practical tips and strategies.

## COUNSELOR TOOLS AND STRATEGIES

**October 7, 2025 | 3:30–4:15 p.m. CT**

Get key updates and insights on all College Board programs from the Fall Counselors Workshop.

## GROWING YOUR AP PROGRAM WITH PURPOSE

**November 4, 2025 | 3:30–4:15 p.m. CT**

Explore new course offerings, AP expansion strategies, and inclusive outreach practices.

## STAYING ON TRACK: MIDYEAR AP GUIDANCE

**January 7, 2026 | 3:30–4:15 p.m. CT**

Check in on midyear deadlines and AP Coordinator Manual updates.

## AP SUCCESS IN SMALL AND RURAL SCHOOLS

**February 4, 2026 | 3:30–4:15 p.m. CT**

Learn creative, practical approaches to AP implementation in small and rural settings.

## AP PROGRAM SUPPORT: STATE FUNDING

**March 3, 2026 | 3:30–4:15 p.m. CT**

Resources for supporting your AP team and accessing ND AP funding and reimbursement.

## FINISH THE YEAR STRONG: AP EXAM TIPS

**April 2, 2026 | 3:30–4:15 p.m. CT**

Prepare for AP Exams with reminders, tips, and best practices for smooth administration.

[\*\*Register Here\*\*](#)

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# Today's Topics

1. ■ Advanced Placement:  
An Overview

2. ■ Build Your AP  
Team

3. ■ AP Exams

4. ■ Dates and  
Deadlines

5. ■ Resources for AP  
Coordinators

6. ■ Q&A

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# Session Goals



Understand the AP Coordinator role and timeline of tasks



Be familiar with available tools and supports



Know how to prepare students and staff for a successful year

Section 01

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# Advanced Placement: An Overview



# Who We Are and What We Do



The College Board Advanced Placement® Program (AP®) is a collaborative community of AP teachers and students, states, districts, schools, colleges, and universities committed to the daily work of developing college-level knowledge and skills.



We've been delivering excellence in education to millions of students across the country since 1955.



The AP Program consists of college-level courses, which high schools can choose to offer, and corresponding exams administered once a year.



# AP by the Numbers—Class of 2025

Year	AP Offerings
1956	12
2025	40 (with more in development)

## Then & Now

In 1956, AP began with 12 exams. Today, the AP Program offers over 40 courses across disciplines like STEM, the arts, world languages, and social sciences—with new offerings in subjects like Cybersecurity, Business with Personal Finance, and African American Studies.

### Arts

- 2-D Art and Design
- 3-D Art and Design
- Drawing
- Art History
- Music Theory

### English

- English Language and Composition
- English Literature and Composition
- English 10: Seminar

### History & Social Sciences

- African American Studies
- Government and Politics (Comparative)
- Government and Politics (U.S.)
- European History
- United States History
- World History: Modern
- Human Geography
- Psychology
- Macroeconomics
- Microeconomics

### Capstone

- Seminar
- English 10: Seminar
- Research

### Math & Computer Science

- Calculus AB
- Calculus BC
- Computer Science A
- Computer Science Principles
- Precalculus
- Statistics

### Sciences

- Biology
- Chemistry
- Environmental Science
- Physics 1: Algebra-Based
- Physics 2: Algebra-Based
- Physics C: Electricity and Magnetism
- Physics C: Mechanics

### World Languages & Cultures

- Chinese Language and Culture
- French Language and Culture
- German Language and Culture
- Italian Language and Culture
- Japanese Language and Culture
- Latin
- Spanish Language and Culture
- Spanish Literature and Culture

### Career Kickstart™

- *Coming Soon:* Business with Personal Finance
- *Coming Soon:* Cybersecurity
- *Coming Soon:* Networking

## Did You Know?

- **Over 3.1 million students** took AP Exams in 2025.
- AP is offered in **over 23,000 schools** across the U.S.
- AP helps students **earn college credit, stand out in admissions, and save on tuition.**

# What is an AP Exam?

- Each AP course concludes with an AP Exam.
  - These assessments are designed by the same expert committees that designed the course.
- The exams are scored on a scale of 1 to 5 by college and university professors and experienced AP teachers.
  - Many U.S. colleges offer credit for AP Exam scores of 3 or higher.
- AP Exams are administered at authorized schools and test centers. Most high schools that offer AP courses choose to administer AP Exams to their own students as well as external AP students.
- Schools that opt not to administer AP Exams can refer students to another AP testing location.



# Let's Talk About AP Exam Scoring

## 1–5, what does it mean?

We use the steps below to define the knowledge and skills required to earn scores of 1, 2, 3, 4, and 5 on an AP Exam.

1

### **Develop Achievement Levels.**

First, committees of college faculty who teach the comparable college course develop detailed descriptions of the performance required to earn each score—these are called achievement level descriptions.

2

### **Conduct standard-setting studies.**

During a standard-setting study, a panel of 15 faculty and teachers reviews the achievement levels and determines how many questions a student would need to answer correctly at each level. These raw scores become the cut scores for each AP Exam score.

3

### **Conduct college comparability studies.**

The same committees administer portions of an AP Exam to students in their related college course; student AP scores are correlated to their final course grades. The results of both studies establish the standards and inform the cut scores for the relevant AP Exam.

# How are AP Exams scored?



The multiple-choice sections of AP Exams are scored by computer.



The free-response sections and through-course performance assessments, as applicable, are scored by experienced AP teachers and college faculty who have expertise teaching corresponding college courses.



Most are scored at the annual AP Reading, while a small portion is scored online.

- Approximately half of the AP readers are college faculty.
- The chief reader for each exam develops scoring rubrics for free-response questions, oversees day-to-day scoring activities, and selects AP readers and Reading leadership. The chief reader is always a college or university faculty member.



Readers undergo rigorous training to ensure that they have a thorough understanding of the scoring rubrics. Their work is monitored throughout the Reading for fairness and consistency.

# How does AP benefit my students?



## Build skills and confidence.

- AP students learn essential time management and study skills needed for college and career success.
- They dig deeper into subjects that interest them and learn to tap their creativity and their problem-solving skills to address course challenges.



## Stand out to colleges.

- Taking AP courses shows colleges students are serious and ready for academic challenges.<sup>[1]</sup>
- 85% of selective colleges and universities report that a student's AP experience favorably impacts admission decisions.<sup>[2]</sup>



## Succeed in college.

- Research shows that students who receive a score of 2 on their AP Exams are ready for college work.<sup>[3]</sup>
- Students scoring 3+ often achieve more and graduate at higher rates than non-AP peers.<sup>[4]</sup>
- 75% of AP students at 4-year colleges start with some AP credit.<sup>[5]</sup>



## Save time and money in college.

- AP students are more likely than their peers to complete a college degree on time,<sup>[6]</sup> which means avoiding additional years of tuition.
- Most colleges and universities nationwide offer credit and/or placement for qualifying AP Exam scores.

# How It Works

## Getting teachers started



**Teachers design  
their own courses**



**We provide a detailed  
set of expectations  
for course content  
through a Course Exam  
and Description (CED).**



**Teachers create  
their own syllabi or  
borrow existing,  
approved syllabi.**



**Teachers submit their  
syllabi to the AP Course  
Audit for approval.**

This ensures teachers' AP courses cover the content required by higher education and makes AP flexible and accessible for students and schools.

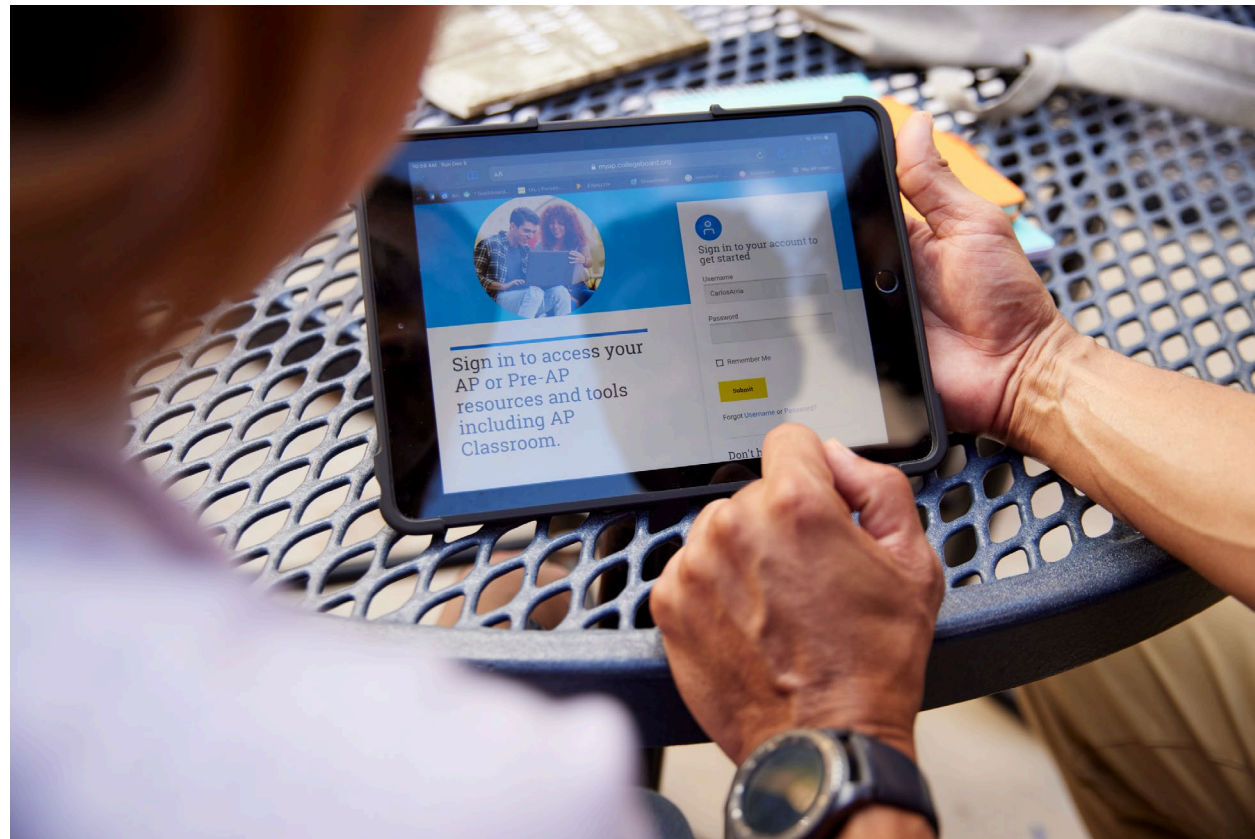
[Learn more about the Course Audit process here.](#)



# What supports do my teachers have?

Getting started with AP has never been easier.

- Find all the resources you need to enhance your instruction and support your students for all course content and skills.
- AP Classroom provides all-in-one instructional support with resources that can help teachers plan their course, create practice assignments and custom assessments in a format similar to the digital AP Exam, and track student results and overall progress.
  - AP Classroom includes:
    - Unit Guides
    - AP Daily Videos
    - Topic Questions
    - Progress Checks
    - Question Bank
    - Resources & Assignments
    - Reports



# Encourage AP Teachers to Use AP Classroom!

## Key Features



**Unit Guides** provide an outline of the exact content and skills covered on the exam and include Topic Pages, which describe the content for each topic.



**Progress Checks** assess student understanding of topics and skill within a unit through multiple-choice and free-response questions.



**AP Daily** is a series of on-demand, short videos that teachers can assign to students\*, saving direct class time to focus on areas where students need help.



The **My Reports** section can help teachers recognize student achievement and prioritize areas for extra support by pinpointing strengths and weaknesses.



**Topic Questions** are formative questions that teachers can use to check student understanding of content and skills as each topic is taught.



The **Question Bank** is a searchable database of real AP questions that teachers can use to create customized practice, online or on paper.

**AP teachers access AP Classroom by signing in at [myap.collegeboard.org](https://myap.collegeboard.org).**

\*AP Daily videos are always visible and available to all students, including students in Exam Only sections, regardless of whether teachers have assigned them. Topic Questions, Progress Checks, and Question Bank assessments are only visible to students if a teacher assigns them.

Section 02

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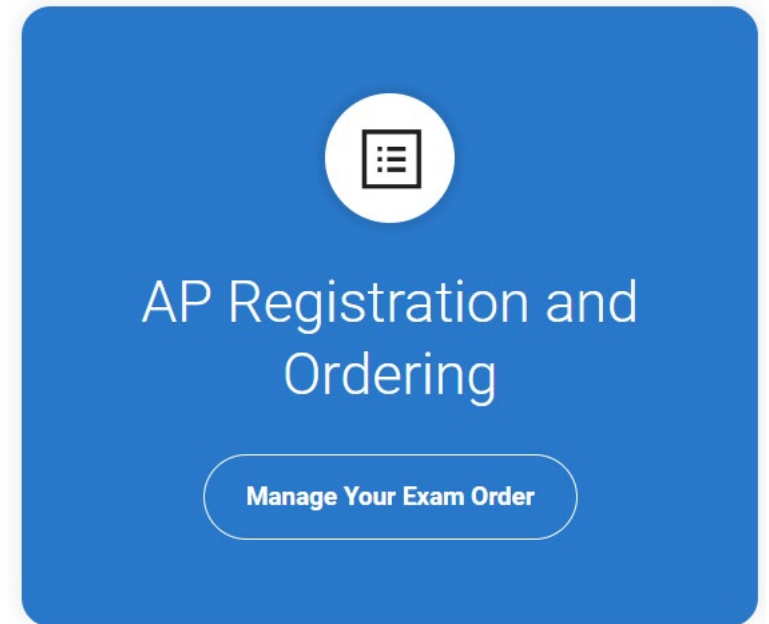
# Build Your AP Team

# Receive your school's access code.

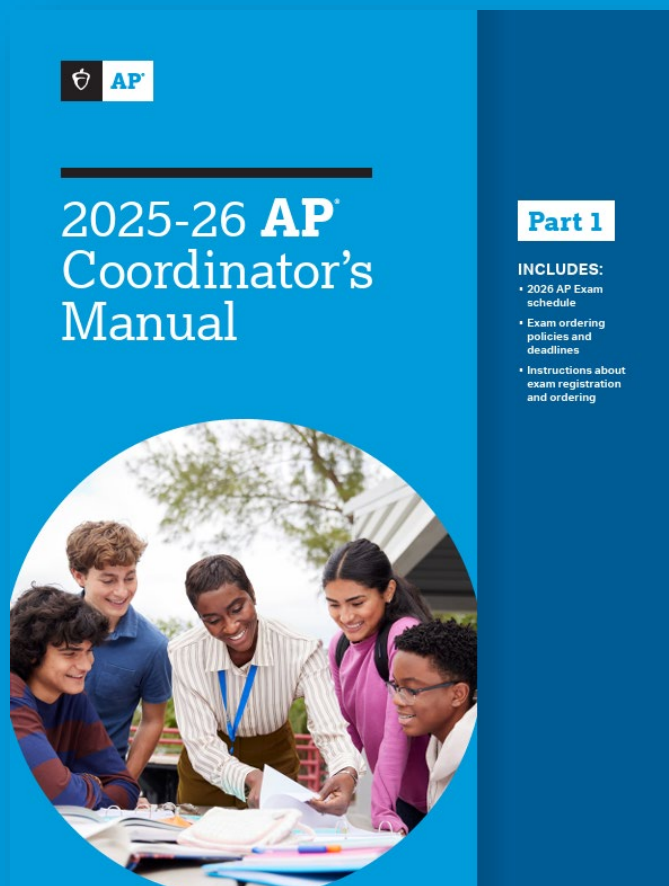
On **August 1**, AP coordinators and principals receive an email with their school's AP Registration and Ordering access code for the 2025-26 school year.

- The access code is unique to your school. You can't use any other school's access code or share yours.
- The code is specific to this school year. You can't use last year's AP Registration and Ordering access code. Schools receive a new code every year.
- Your access code is active between August 1, 2025, and July 31, 2026.
- If you're the AP coordinator for multiple schools, you'll get a separate access code for each.

[AP Services for Educators: 877-274-6474](tel:877-274-6474)



Join us for the September 9<sup>th</sup> webinar focused on APRO.



AP Coordinator's  
Manual, Part 1

# Role of the AP Coordinator

As your school's AP Coordinator, you have an important role. You'll manage the exam registration and ordering process; the receipt, storage, distribution, administration, security, and return of AP Exam materials; and the collection of fees and submission of final payment to the AP Program.

- Excerpt taken from the *AP Coordinator's Manual, Part 1*



# AP Coordinator Eligibility

To avoid a conflict of interest, the AP coordinator **cannot**:

- Be the AP coordinator in the year they're an AP teacher.
- Be employed by a company that provides test preparation services.
- Participate in any coaching activity that addresses the content of secure College Board tests.
- Proctor an AP Exam in a subject area they currently teach or have taught.
- Be the AP coordinator in the year an immediate family or household member may be taking an AP Exam at the school where the coordinator works or at any other school.
- Immediate family includes:
  - Parents.
  - Siblings.
  - Children.
  - Grandparents.
  - Spouse.
  - Applies even if not residing in the same household.



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# A Team Effort

We may have additional roles and/or colleagues that help support our AP program.



**Services for Students with  
Disabilities (SSD)  
coordinator**



**Technology coordinator**



**Leadership**

# SSD (Services for Students with Disabilities)

To take an AP Exam with accommodations, a student must be approved by the College Board SSD office.

## SSD Coordinator

Work with students, parents, and/or counselors to identify students. Collect all the appropriate paperwork.

Use SSD Online to submit a request.  
SSD Online is a different system than AP Registration and Ordering.

Submit required documentation by January 16.  
Manage and track requests.

## AP Coordinator

Communicate with the SSD coordinator on the status of accommodations that impact AP Exams.

Order any required special format exam materials.

Schedule and train proctors to administer exams for students with approved accommodations.

# Technology

Most AP Exams require technology during testing.

## Technology Coordinator

Assist with technology (Bluebook testing app) required for any in-school, digitally administered AP Exams.

Assist with apps and technology required for World Language and AP Music Theory Exams.

Assist with technology required for AP Chinese and AP Japanese Language and Culture Exams. These exams are only available in digital format.

## AP Coordinator

Share all documentation, emails, and access codes with your Technology Coordinator.

Ensure AP students, AP teachers, and proctors are familiar with required apps and technology prior to exam day.

Submit student recordings for scoring through the Digital Audio Submission (DAS) portal.

# Leadership

Work with leadership early to set up internal processes and keep communications open.

## Principal

**Establish policies and set internal deadlines**

**Determine AP course offerings and help  
oversee the Course Audit process**

**Resolve calendar conflicts**

**Provide access to fee reductions list**

## Business Manager

**Support fee collection and payment**

**Assist with internal processes for collection  
and tracking of student payments**

**Assist with state-required documentation**

# Roles That Engage with the AP Coordinator

Counselors	AP Teachers	Comms Team	Maintenance	Proctors
<p>Promote and assist students with AP course offerings.</p> <p>Encourage persistence in AP courses throughout the school year.</p> <p>Communicate changes to student schedules and enrollment, including transfer students.</p>	<p>Assist with student enrollment in class sections.</p> <p>Communicate changes to student schedules.</p> <p>Facilitate exam day readiness for students.</p> <p>Familiarize students with recording equipment.</p> <p>Oversee student submissions to digital portfolios.</p>	<p>Use the school website to post key AP information and deadlines.</p> <p>Send emails to AP students and/or parents.</p> <p>Share AP-related information via social media.</p>	<p>Receive and ship AP Exam materials.</p> <p>Assist with set-up of testing locations.</p>	<p>Assist with preparation for exam day.</p> <p>Distribute and collect exam materials.</p> <p>Read AP Exam instructions.</p> <p>Monitor Test Day Toolkit for fully digital and hybrid digital AP Exams.</p> <p>Actively monitor students during exam sessions.</p>



# North Dakota – AP Student Exam Fees

## Fee Guidance 2025-26



DIVISION OF STUDENT SUPPORT & INNOVATION  
OFFICE OF ACADEMIC SUPPORT

### Advanced Placement Exam Fees Guidance 2025-2026

For the 2025-2026 Advanced Placement (AP) Exam administration, the North Dakota Department of Public Instruction (NDDPI) will use state funds to support the costs of AP Exams in English, math, science, and computer science. Specifically, funds support the following:

- **Economically disadvantaged students taking AP Exams in English, math, science, and computer science**
  - For eligibility criteria, visit [AP Exam Fee Reductions](#).
  - NDDPI will cover the entire exam fee for up to four (4) qualifying exams over a student's high school career.
- **Other students who take AP Exams in English, math, science, and computer science**
  - NDDPI will cover the full fee for a student's first qualifying exam.
  - NDDPI will cover 50% of the exam fees (\$45 of the \$90 fee) for three (3) qualifying exams over a student's high school career.
- **Students taking AP exams in AP Seminar and AP Research**
  - NDDPI will cover the exam fee for all students taking these courses (\$53 per exam for economically disadvantaged students; \$99 for other students).
  - Note: These costs reflect the College Board school rebate fee of \$9 and the fee reduction rate for economically disadvantaged students.

#### Important Exam Fees Information:

The cost per AP Exam and the College Board fee reduction (\$37) have increased. Schools still retain a \$9 rebate per exam.

Exam Fee for on-time exam orders (Order by November 14, 2025, for full-time and first-semester courses. Order by March 13, 2026, for courses that start after November 14)	\$99 per exam
School Rebate	\$9 per exam
College Board fee reduction for eligible students	\$37 per exam
AP Seminar, AP Research	\$99 per exam

The exam cost is invoiced per exam and is the base exam fee (\$99) minus the school rebate (\$9).

- **Regular exams:**  $\$99 - \$9 = \$90$  (amount due from the school to College Board)

The final invoice reflects the College Board and state fee reductions for eligible students when applicable.

#### Exam Fees:

The table below outlines the fees for 2025-2026:

Late Order Fee An additional fee is applied to each exam ordered between November 14, 2025, and March 13, 2026, at 11:59 PM ET.	<b>\$40 per exam</b> (in addition to the base exam fee) <b>NOTE:</b> This exam ordering fee does not apply to exams for courses that start after the November 14 ordering deadline, such as second-semester or spring-block courses, and exams for students who transfer to your school.
Unused/Canceled Exam Fee	<b>\$40 per exam for:</b> <ul style="list-style-type: none"><li>• Exam canceled in AP Registration and Ordering after November 14 and by March 13 (11:59 PM ET).</li><li>• Exams not taken are indicated as unused in AP Registration and Ordering before the school's invoice is generated (invoices are generated after late testing ends).</li></ul> The original exam fee is removed from the invoice.
Late Testing Fee	<b>\$40 per exam</b> (in addition to the base exam fee) as applicable for alternate exams for late testing. <b>NOTE:</b> Most reasons for late testing do not incur an additional late testing fee. See page 30 of the AP Coordinator's Manual for late testing reasons with no additional fee.)

The fees listed above apply to **all** schools. Unused/canceled exams and late-testing fees apply similarly to all students, **including** those eligible for a College Board fee reduction.

#### Note the following about costs:

- Applicable late orders, unused/canceled exams, and late-testing fees appear in your exam cost (shown in AP Registration and Ordering).
- The **late order fee** is per exam, **not** per order.
- College Board fee reductions are available for students in financial need. Many states use federal and state funding to reduce the exam fees for these students. However, College Board fee reductions do not apply to unused/canceled exams, late orders, or late-testing fees.

For detailed information, please refer to the [AP Coordinator's Manual, Part 1](#).

For more information, contact the [Office of Academic Support](#).



Section 03

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# AP Exams



# AP Exam Administration: 2026 Schedule

Exams are administered on specific dates/times.

May 2026						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
	STANDARD ADMINISTRATION					
10	11	12	13	14	15	16
	STANDARD ADMINISTRATION					
17	18	19	20	21	22	23
	LATE ADMINISTRATION					
24	25	26	27	28	29	30

- Schools must begin the morning exam administration between 8 and 9 a.m. local time and the afternoon exam administration between 12 and 1 p.m. local time.
- Late-testing dates are available for students who cannot test during the first two weeks of May.
- Exams taken during late testing will be in the same format as exams taken during standard testing.

# 2025 AP Exam Schedule

Week 1	Morning 8 a.m. Local Time	Afternoon 12 p.m. Local Time
Monday, May 4, 2025	<ul style="list-style-type: none"> <li>• Biology</li> <li>• Latin</li> </ul>	<ul style="list-style-type: none"> <li>• European History</li> <li>• Microeconomics</li> </ul>
Tuesday, May 5, 2025	<ul style="list-style-type: none"> <li>• Chemistry</li> <li>• Human Geography</li> </ul>	<ul style="list-style-type: none"> <li>• U.S. Government and Politics</li> </ul>
Wednesday, May 6, 2025	<ul style="list-style-type: none"> <li>• English Literature and Composition</li> </ul>	<ul style="list-style-type: none"> <li>• Comparative Government and Politics</li> <li>• Physics 1</li> </ul>
Thursday, May 7, 2025	<ul style="list-style-type: none"> <li>• Physics 2: Algebra-based</li> <li>• World History: Modern</li> </ul>	<ul style="list-style-type: none"> <li>• African American Studies</li> <li>• Statistics</li> </ul>
Friday, May 8, 2025	<ul style="list-style-type: none"> <li>• Italian Language and Culture</li> <li>• U.S. History</li> </ul>	<ul style="list-style-type: none"> <li>• Chinese Language and Culture</li> <li>• Macroeconomics</li> </ul>

Week 2	Morning 8 a.m. Local Time	Afternoon 12 p.m. Local Time
Monday, May 11, 2025	<ul style="list-style-type: none"> <li>• Calculus AB</li> <li>• Calculus BC</li> </ul>	<ul style="list-style-type: none"> <li>• Music Theory</li> <li>• Seminar</li> </ul>
Tuesday, May 12, 2025	<ul style="list-style-type: none"> <li>• French Language and Culture</li> <li>• Precalculus</li> </ul>	<ul style="list-style-type: none"> <li>• Japanese Language and Culture</li> <li>• Psychology</li> </ul>
Wednesday, May 13, 2025	<ul style="list-style-type: none"> <li>• English Language and Composition</li> <li>• German Language and Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Physics C: Mechanics</li> <li>• Spanish Literature and Culture</li> </ul>
Thursday, May 14, 2025	<ul style="list-style-type: none"> <li>• Art History</li> <li>• Spanish Language and Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Computer Science Principles</li> <li>• Physics C: Electricity and Magnetism</li> </ul>
Friday, May 15, 2025	<ul style="list-style-type: none"> <li>• Environmental Science</li> </ul>	<ul style="list-style-type: none"> <li>• Computer Science A</li> </ul>

# 2026 AP Exams – Late Testing Schedule

Week 1	Morning 8 a.m. Local Time	Afternoon 12 p.m. Local Time
Monday, May 18, 2026	<ul style="list-style-type: none"> <li>• Comparative Government and Politics</li> <li>• European History</li> <li>• World History: Modern</li> </ul>	<ul style="list-style-type: none"> <li>• English Literature and Composition</li> <li>• Human Geography</li> <li>• Latin</li> </ul>
Tuesday, May 19, 2026	<ul style="list-style-type: none"> <li>• Japanese Language and Culture</li> <li>• United States Government and Politics</li> </ul>	<ul style="list-style-type: none"> <li>• African American Studies</li> <li>• United States History</li> </ul>
Wednesday, May 20, 2026	<ul style="list-style-type: none"> <li>• Microeconomics</li> <li>• Seminar</li> <li>• Statistics</li> </ul>	<ul style="list-style-type: none"> <li>• Biology</li> <li>• Chemistry</li> <li>• French Language and Culture</li> <li>• Macroeconomics</li> </ul>
Thursday, May 21, 2026	<ul style="list-style-type: none"> <li>• Chinese Language and Culture</li> <li>• Computer Science Principles</li> <li>• English Language and Composition</li> <li>• Music Theory</li> <li>• Precalculus</li> </ul>	<ul style="list-style-type: none"> <li>• Art History</li> <li>• Calculus AB</li> <li>• Calculus BC</li> <li>• Italian Language and Culture</li> <li>• Physics C: Mechanics</li> <li>• Physics 2: Algebra-based</li> </ul>
Friday, May 22, 2026	<ul style="list-style-type: none"> <li>• Environmental Science</li> <li>• Physics 1: Algebra-based</li> <li>• Spanish Language and Culture</li> <li>• Spanish Literature and Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Computer Science A</li> <li>• German Language and Culture</li> <li>• Physics 2: Electricity and Magnetism</li> <li>• Psychology</li> </ul>

## Notes about Late Testing:

- Teachers will NOT receive Instructional Planning Reports for the subjects that tested late.
- Students will not receive their free-response booklets. (Orders for free-response booklets placed by the school will not include late testing booklets.)
- Student scores may be delayed until August.
- Students may not have a chance to retest should irregularities in the exam administration occur.



# Late-Testing Exams

When the cause of late testing is beyond the control of the school and the student, there's no additional fee.

## Late-Testing Reasons: No Additional Fee

Academic contest/event

Athletic contest/event

Conflict with IB or Cambridge exam

Conflict with nationally, province-, or state-mandated test

Delayed shipment

Digital testing logistics

Disabilities accommodations issue

Emergency: bomb scare or fire alarm

High school graduation

Language lab scheduling conflict

Makeup AP Exam due to an incident during the initial exam

Religious/holiday observance

School closing: election, national holiday, or natural disaster

Serious injury, illness, or family tragedy

Strike/labor conflict

Student court appearance

Two or more AP Exams on the same date at the same time

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# Exam Fees (2025-26)

The cost per AP Exam remains the same in 2025-26.

The amount of the College Board fee reduction is remaining the same.

Exam fee for on-time exam orders	<p><b>\$99 per exam</b> at schools in the U.S., U.S. territories, Canada, and DoDEA schools.</p> <p><b>NEW</b> Includes AP Capstone™ Exams (AP Seminar or AP Research).</p> <p><b>\$129 per exam</b> at schools everywhere else (Fees may vary for exams at College Board–authorized test centers outside the U.S.).</p> <p><b>NEW</b> Includes AP Capstone™ Exams (AP Seminar or AP Research).</p>
College Board fee reduction for eligible students	<p><b>\$37 per exam</b></p>
School rebate	<p><b>\$9 per exam</b></p>





# Late Order | Late-Testing Fees (2025-26)

<b>Late order fee</b>	<p>\$40 per exam (Exams ordered after November 14, 2025)</p> <ul style="list-style-type: none"><li>• Applicable for full-year courses, fall semester courses, and Exam Only.</li><li>• In addition to base exam fee.</li><li>• <i>AP Coordinator's Manual, Part 1</i> for exceptions.</li></ul>
<b>Late-testing fee</b>	<p>\$40 per exam</p> <ul style="list-style-type: none"><li>• Applicable for alternate exams administered in the late-testing window.</li><li>• In addition to base exam fee.</li><li>• Most reasons for late testing do not incur the \$40 late-testing fee.</li><li>• <i>AP Coordinator's Manual, Part 1</i> for more information.</li></ul>



## Best Practice

Recruit help with collecting AP Exam fees.

A colleague on campus or a third-party vendor can assist with the collection process.

# Collecting AP Exam Fees



How and when schools collect AP Exam fees is a local decision.



The amount schools collect for AP Exam fees is a local decision.

# Digital Exams

The move to digital was positive for students and educators!

- In May 2025, standard paper was be discontinued for 28 exams.
- **All schools** must administer the 28 AP Exams digitally.
- AP Coordinators and proctors administer digital exams using the **Test Day Toolkit (TDTK)** web application.
- Students will take **digital exams in Bluebook**, the same platform used for the SAT Suite of Assessments.
- For math, science, and economics exams that require graphic or symbolic notation, students will **view free-response questions and prompts in Bluebook and write their answers in paper exam booklets**.
- **AP Classroom has been updated** to have more of a look and feel of Bluebook to help students experience the platform.



# Digital Exams



**Fully  
Digital  
Exams**

**16 Exams**

**Hybrid  
Digital  
Exams**

**12 Exams**

**AP Digital  
Portfolio**

**6 Exams**

**Chinese &  
Japanese  
Exam  
Application**

**2 Exams**

Remaining  
**Paper Exams**  
Require  
Secure Audio

**Language &  
Music  
Exams with  
Audio Files**

**6 Exams**

# Fully Digital Exams

Students complete multiple-choice and free-response questions in Bluebook, with all responses automatically submitted at the end of the exam.





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# Fully Digital AP Exams

Students complete multiple-choice and free-response questions in Bluebook, with all responses automatically submitted at the end of the exam.

- AP African American Studies
- AP Art History
- AP Comparative Government and Politics
- AP Computer Science A
- AP Computer Science Principles
- AP English Language and Composition
- AP English Literature and Composition
- AP Environmental Science
- AP European History
- AP Human Geography
- AP Latin
- AP Psychology
- AP Seminar
- AP U.S. Government and Politics
- AP United States History
- AP World History: Modern





# Hybrid Digital Exams

Students complete multiple-choice questions and view free-response questions in Bluebook.

They hand write their free-response answers in paper exam booklets that are returned for scoring.

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# Hybrid Digital AP Exams

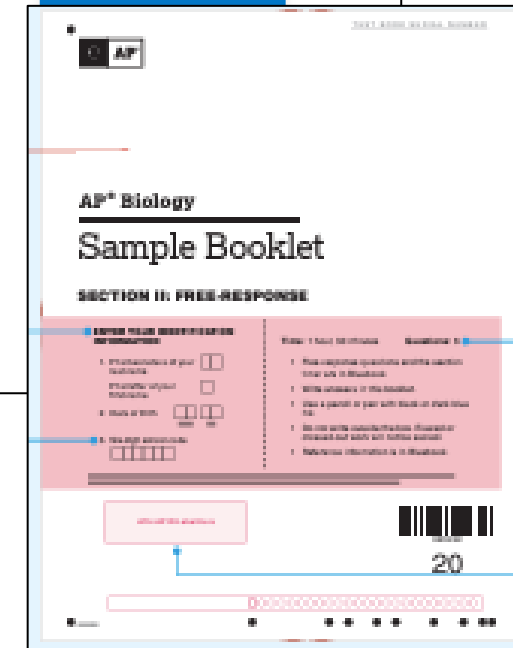
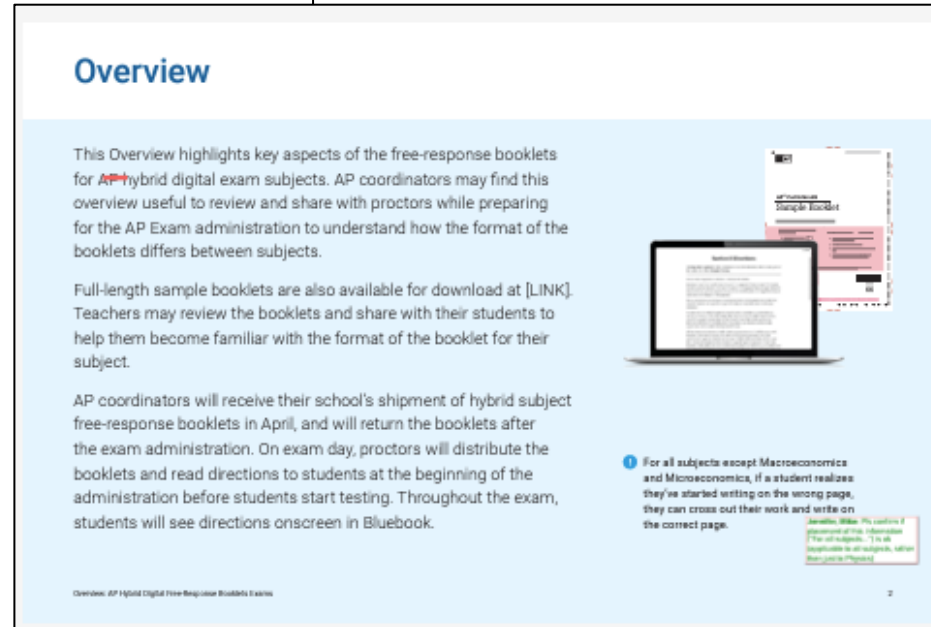
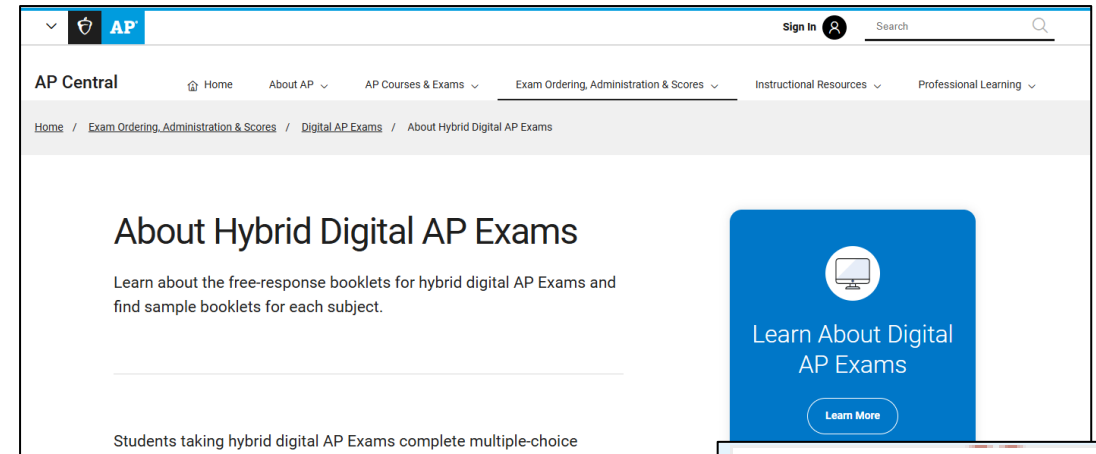
Students complete multiple-choice questions and view free-response questions in Bluebook. They hand write their free-response answers in paper exam booklets that are returned for scoring.

- AP Biology
- AP Calculus AB
- AP Calculus BC
- AP Chemistry
- AP Macroeconomics
- AP Microeconomics
- AP Physics 1: Algebra-Based
- AP Physics 2: Algebra-Based
- AP Physics C: Electricity and Magnetism
- AP Physics C: Mechanics
- AP Precalculus
- AP Statistics

# Hybrid Digital AP Exams Sample FRQ Booklet

[cb.org/ap-digital-hybrid](https://cb.org/ap-digital-hybrid)

- Teachers and students can review the booklets to help them become familiar with the format of the booklet for their subject.
- Sample only** – the free-response booklets students will use on exam day will be shipped by the AP Program to schools!



# Other AP Exams: Additional Formats

The AP Exams below require additional resources and/or special equipment to administer.



## Digital Portfolio System

- AP 2-D Art and Design
- AP 3-D Art and Design
- AP Drawing
- AP Seminar
- AP Research
- AP Computer Science Principles



## Special equipment required for listening or recording

- AP French Language and Culture
- AP German Language and Culture
- AP Italian Language and Culture
- AP Spanish Language and Culture
- AP Spanish Literature and Culture
- AP Music Theory



## Administered in school on computers (non-Bluebook)

- AP Chinese Language and Culture
- AP Japanese Language and Culture

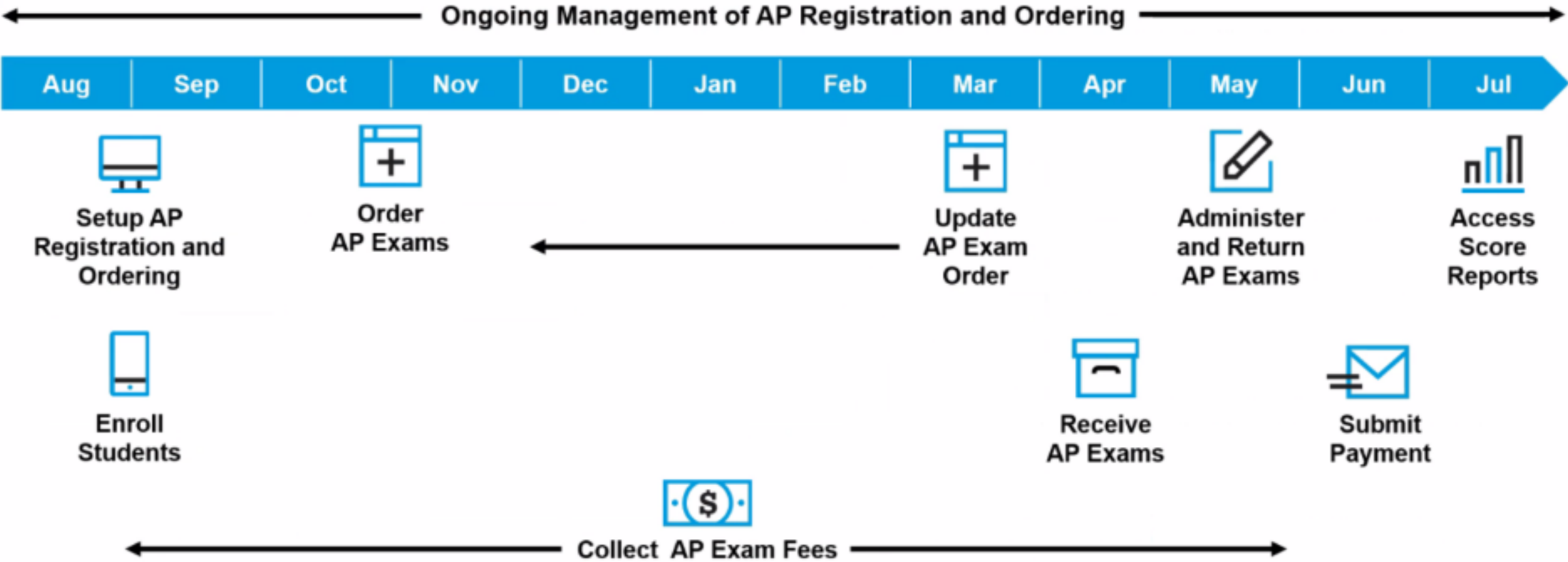
More information: [cb.org/ap-digital](https://apcentral.collegeboard.org/ap-digital)

Section 04

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# 2026 Dates and Timeline

# School Year Timeline







# Exam Ordering Deadlines

Deadline	Description
<b>Final Ordering Deadline</b> November 14, 2025, 11:59 p.m. ET	<p>Final deadline to submit exam order for all Standard Full Year and Fall Semester Only AP courses, as well as all Exam Only sections, without incurring additional fees.</p> <p>Exams can be ordered or canceled after this date. A fee applies in some cases.</p>
<b>Spring Course Orders and Fall Order Changes Deadline</b> March 13, 2026, 11:59 p.m. ET	<p>Deadline to order all exams for AP courses—such as Spring Semester Only courses—that begin after November 14, and to update fall orders.</p> <p>Late order fees, canceled exam fees, and unused exam fees may apply.</p>

# Deadlines Overview

## AP Academic Calendar 2025-26

- October 3: Preferred Deadline – Submit Exam Orders (APRO)
- October 15: Preferred Deadline – Review previously approved courses in APCA
- November 14, 11:59 PM ET: Submit AP Exam Orders (APRO)
- January 16, 2026: Submit Accommodations Requests (SSD Online)
- January 31, 2026: 2025-26 Course Audit Deadline
- March 13, 2026, 11:59 PM ET: Spring Course Orders and Fall Order Changes Due
- April 30, 2026, 11:59 PM ET: Finalize Fee Reduction Status in APRO

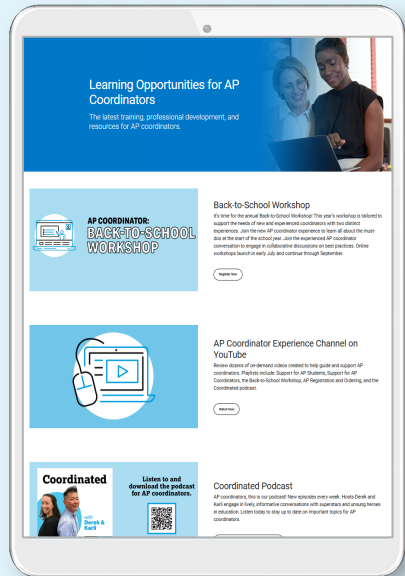
The [AP Coordinator Checklist](#) on AP Central is a great resource to track your tasks and progress.

Section 05

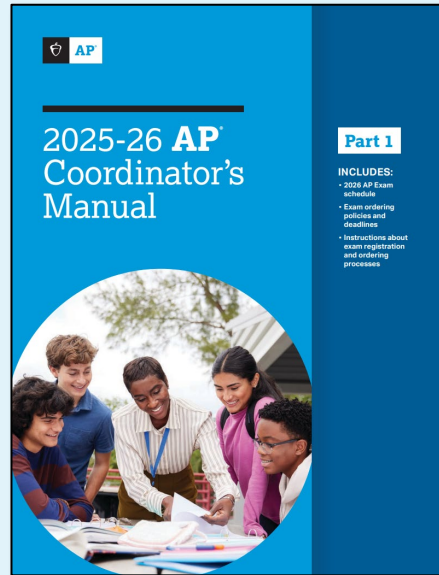
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# Resources for AP Coordinators

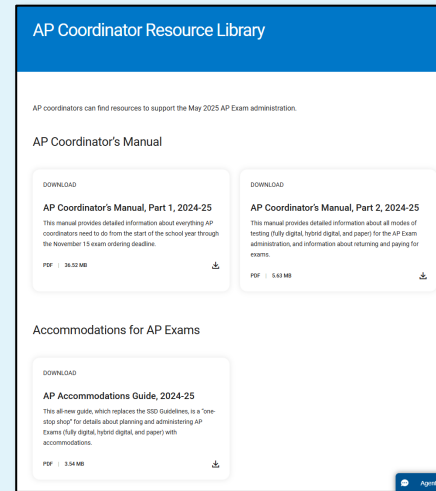
# AP Coordinator Web and Print Resource Summary



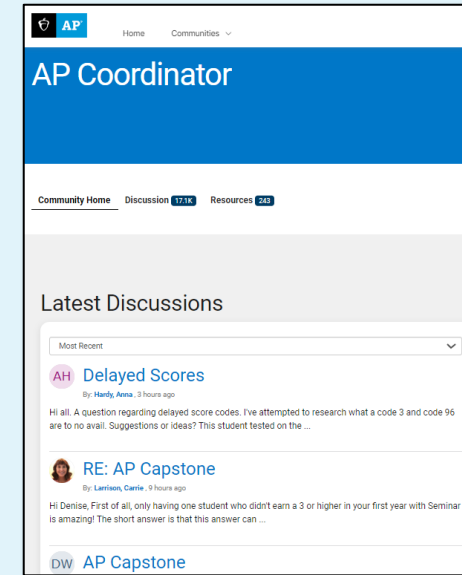
[Learning Opportunities for AP Coordinators](#)



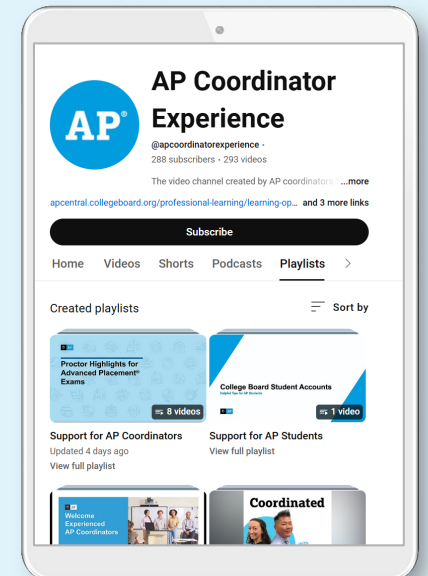
[AP Coordinator's Manual, Part 1](#)



[AP Coordinator Resource Library](#)



[AP Coordinator Community](#)



[AP Coordinator Experience Channel on YouTube](#)

# AP Coordinator Training Opportunities



## AP COORDINATOR: CHAT WITH A COORDINATOR

Collaborate with a small group of fellow AP coordinators:

- Participants provide discussion topics.
- Benefit from shared best practices.
- Stay on track through casual, informative conversation.

[Chat with a Coordinator](#)



[Coordinated Podcast](#)

# AP Contact Information (2025-26)

<b>AP Services for Educators</b> 877-274-6474 (U.S. and Canada) 212-632-1781 Contact Form: <a href="https://cb.org/apeducatorcontact">cb.org/apeducatorcontact</a> <a href="#">Live Chat</a>	<b>AP Services for Students</b> 888-225-5427 (U.S. and Canada) 212-632-1780 Contact Form: <a href="https://cb.org/apstudentcontact">cb.org/apstudentcontact</a> <a href="#">Live Chat</a>	<b>AP Course Audit</b> 877-274-3570 (U.S. and Canada) 212-632-1781 <a href="https://apcentral.collegeboard.org/courses/ap-course-audit/contact-us">apcentral.collegeboard.org/courses/ap-course-audit/contact-us</a>
<b>College Board Services for Students with Disabilities</b> 844-255-7728 (U.S. and Canada) 212-713-8333 <a href="mailto:ssd@info.collegeboard.org">ssd@info.collegeboard.org</a>	<b>AP Coordinator Experience</b> <a href="https://collegeboard.org/apcoordinatorexperience">collegeboard.org/apcoordinatorexperience</a>  <b>AP Coordinators</b> <a href="https://collegeboard.org/apcoordinator">collegeboard.org/apcoordinator</a>  <b>AP Coordinator Resource Library</b> <a href="https://cb.org/apresourcelibrary">cb.org/apresourcelibrary</a>	<b>Test Security Web Hotline</b> <a href="https://collegeboard.org/reportcheating">collegeboard.org/reportcheating</a>



# AP Webinars for North Dakota Educators

Join us for monthly sessions addressing timely topics and answering your questions.

## SETTING UP YOUR AP YEAR

**August 12, 2025 | 3:30–4:15 p.m. CT**

Launch your AP program with confidence. Learn best practices for enrollment, access codes, and key tasks.

## PREPARING FOR APRO SUCCESS

**September 9, 2025 | 3:30–4:15 p.m. CT**

Navigate the AP Registration and Ordering system. Perfect for both new and returning coordinators.

## MAKING AP CLASSROOM WORK FOR YOU

**September 10, 2025 | 3:30–4:30 p.m. CT**

Get the most out of AP Classroom with a live demo highlighting practical tips and strategies.

## COUNSELOR TOOLS AND STRATEGIES

**October 7, 2025 | 3:30–4:15 p.m. CT**

Get key updates and insights on all College Board programs from the Fall Counselors Workshop.

## GROWING YOUR AP PROGRAM WITH PURPOSE

**November 4, 2025 | 3:30–4:15 p.m. CT**

Explore new course offerings, AP expansion strategies, and inclusive outreach practices.

## STAYING ON TRACK: MIDYEAR AP GUIDANCE

**January 7, 2026 | 3:30–4:15 p.m. CT**

Check in on midyear deadlines and AP Coordinator Manual updates.

## AP SUCCESS IN SMALL AND RURAL SCHOOLS

**February 4, 2026 | 3:30–4:15 p.m. CT**

Learn creative, practical approaches to AP implementation in small and rural settings.

## AP PROGRAM SUPPORT: STATE FUNDING

**March 3, 2026 | 3:30–4:15 p.m. CT**

Resources for supporting your AP team and accessing ND AP funding and reimbursement.

## FINISH THE YEAR STRONG: AP EXAM TIPS

**April 2, 2026 | 3:30–4:15 p.m. CT**

Prepare for AP Exams with reminders, tips, and best practices for smooth administration.

[\*\*Register Here\*\*](#)

# Q&A



# Thank You!

Mandi Isaacs

[misaacs@collegeboard.org](mailto:misaacs@collegeboard.org)

