

2011 AP EXAM REIMBURSEMENT FORM

In an effort to encourage students not only to take AP subjects in high school but also to encourage them to take the AP exams, Frisco ISD will reimburse students the registration fee for each exam on which they score a passing grade of a 3, 4, or 5.

Each student must:

- Register for the exam.
- Pay the appropriate fee.
- Sit for the exam.

Once the CollegeBoard Student Grade Report has been received, submit the following **to your high school campus' counseling office** to complete the reimbursement process:

- Completed 2011 AP Exam Reimbursement Form
- CollegeBoard Student Grade Report showing passing score(s)
- Copy of the payment receipt (online CollegeBoard payment receipt, school receipt, or canceled check)
- NOTE: To expedite your reimbursement, BE SURE YOUR CAMPUS' SECRETARY HAS (1) RECORDED YOUR METHOD OF PAYMENT (check # if applicable), (2) RECORDED THE AMOUNT PAID, AND (3) INITIALED ALL OF THIS on your AP Exam Registration Form.

Please legibly complete the following information:

Student taking the test: _____ Campus: _____

Student ID: _____ Total Reimbursement Requested: \$ _____

Person who originally paid for the test: _____

(NOTE: This is the person who will receive the reimbursement. No exceptions can be granted for accounting purposes.)

Phone: (_____) _____

Address to which reimbursement check should be sent:

Street: _____

Apt. # (if applicable) _____

City: _____ State: _____ ZIP code: _____

Student Signature: _____ Date: _____

Return Form to High School Counselor's Office. The DEADLINE for submitting the request for reimbursement for the 2011 AP Exam(s) is FRIDAY, October 28, 2011. All requests must be postmarked or received by this date. The responsibility for submitting this request form lies with the student. Thank you!