

AP Cancellation & Waiting List Policy

Cancellations:

To receive a \$77 refund, cancellations must be made a minimum of 48 hours prior to the exam. Students who fail to cancel their exams on-time or who no-show exams will not receive a refund. Refunds will be processed the first week of June 2018.

Waiting List:

Waiting list requests will be reviewed daily. Students will be contacted via email if a seat becomes available, and must accept within 48 hours. Payment of \$110 for each exam must be made to MMSD within 24 hours of accepting the seat.

The cancellation and waiting list forms will become available to students on March 19, 2018 at 8:00am. The link will be accessible on the page listed below:

<https://assessment.madison.k12.wi.us/ap-testing-madison>