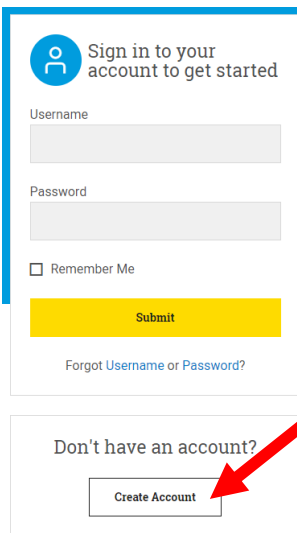


## Creating my Account with the College Board

**Directions:** Please follow these directions to create your student college board account for the first time. This account gives you access to your teacher's AP Classroom and AP Materials. Doing this **does not** register you for an AP Exam. AP Exam registration starts October 1 – October 31<sup>st</sup> through a different system called Total Registration. In order to register for an Exam, you will need to create this account.

**Step 1:** Go to <https://apstudents.collegeboard.org/> and select **Create Account**



Sign in to your account to get started

Username

Password

Remember Me

**Submit**

[Forgot Username or Password?](#)

Don't have an account?

**Create Account**

**Step 2:** Enter Your Legal Student Name and Gender information.

### General Information

First name: \*

Middle initial:

Last name: \*

Gender: \*

Female

Male

Another (not listed)

**Step 3:**

- Enter Your Birth Month, Day and Year. Year is approximately 2005 for 9<sup>th</sup> grade students.
- Enter a personal email address (not your school email address), confirm your personal email address.
- Enter your High School Graduate expected date: **Month = June, Year = 2024**

d. Enter the school's Zip Code: **55410**

Date of birth: \*

Month	▼	Day	▼	Year	▼
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Email address: \*

Confirm email address: \*

High school graduation (or equivalent): \*

Month	▼	Year	▼
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Zip/postal code: \*

Outside the U.S.

**Step 4:** Create a **Username** and a **Password**. Note the rules below in Red.

Example Username: Dekevia100, Example Password: H!story200 (don't use these)

### Username and Password

Username: \*

ERROR: Username should have 6-15 characters, made up of letters and numbers.

Password: \*

ERROR: Your password must be 9-30 characters with at least one upper case letter, one lower case letter, one number and one special character (no spaces) and be different than your username.

**Step 5:** Confirm Your Password. Write your Username and Password down carefully:

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Security Question: \_\_\_\_\_

\_\_\_\_\_

Security Answer: \_\_\_\_\_

**Step 6:** Select a Security Question and Answer it. Write this down under Step 5 above.

**Example:** What was the name of your first pet? **Answer:** Snoopy

Choose security question: \*

Choose Security Question



Answer: \*

**Step 7:** Enter your house number and street in Address line 1, Apt number in Address line 2 if applicable, City you live in: Minneapolis, Select State: MN, your cell phone number. I recommend getting the text messages as these will help you when testing time comes.

### Personal Information

U.S., U.S. Territories and Puerto Rico     Outside the U.S.

Address line 1: \*

Address line 2:

City: \*

State: \*

Select State



Cell Phone:

Get text messages from the College Board. We'll send you reminders for test dates, deadlines, and scores, and direct you to free college planning resources. We may text you with invites to surveys or to tell you about new offerings. Standard messaging and data rates may apply. To stop receiving SMS messages from the College Board, text STOP to 70801.

**Step 8:** Check Box for Subscriptions

### Subscriptions

Sign up for information about College Board programs to get reminders for test registration deadlines, test dates, and score release timing and learn about free resources to help you prepare for, pay for, and apply to college.

Stay connected

Send me information about College Board programs

**Step 9:** Enter a Guardian's or Parent's Information – this will be helpful if there are any issues.

### Parent Information

Help your child navigate the road to college. Sign up for free College Board emails to get reminders and advice tailored to his or her grade level. Just select the emails you want to receive and enter your info.

Parent first name:

Parent last name:

Parent email address:

Confirm parent's email address:

**Step 10:** Check boxes for information. Very helpful. Then agree to the Terms & Conditions. Click Next.

CC a Parent Email Service

Parents will be copied on important emails from the College Board, such as SAT registration receipts and test records.

Monthly Parent Newsletter and Alerts

Advice especially for parents about what students need to get ready for college.

I agree with the Terms & Conditions. \*

We're dedicated to protecting your privacy and taking care of any personal information you share with us. College Board account creation is a general audience service, and we maintain accounts for students who create them. By submitting this information, you're accepting our website's [Site Terms and Conditions](#) and [Privacy Policy](#).

Next

**Step 11:** Double Check information, if correct check the boxes and select Confirm. If not, select Edit and fix.

## Create Your College Board Account

[Account Help](#)

Confirm that the following info is correct. Check the box next to each item if it's correct, or hit Edit to make changes.

First name: Test

Last name: Namesake

Gender: Female

Date of birth: 6/12/2005

Edit

Confirm

If you have trouble creating your account, **click on Account Help** or **call the college board at:**

**Call us at 866-315-6068.**

**The next steps will be joining a course. Your teacher will go over this process after you create your account.**