

# gwinnettonlinecampus

## Signing up for AP Exam via My Payments Plus

Step One: Go to [www.mypaymentsplus.com](http://www.mypaymentsplus.com)

Step Two: Go to the area labeled Advanced Placement Exam Registration. Click on the dropdown menu to choose the course that you wish to take the exam in.

Advanced Placement Exam Registration			
Student Name	Amount	Reg. Fee*	Pay
<input type="text"/>			
Select Registration Item to Add			

Click on arrow to choose course.

Step Three: The page may refresh and then you will see the box below. Make the appropriate choices indicated below.

Student Name	Amount	Reg. Fee*	Pay
<input type="text"/>			
Chemistry			
Please read <a href="#">Important Exam Information</a> before completing your registration below.			
<input checked="" type="checkbox"/>	Please click here to digitally agree that you have read and agree to the terms linked above		
Please select an Exam Date:	5/7/2018: 07:00 AM to 11:30 AM		
Do you need special accommodations based on an IEP or 504 Plan?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	
<a href="#">info</a>			
<input type="button" value="Cancel"/>	<input type="button" value="Submit Registration"/>	<input type="button" value="Submit registration"/>	

Make the appropriate choices

Step Four: The page will refresh. Click the buttons to Continue Payment and Complete Payment.

Meals Subtotal:	
Fees & Activities Subtotal:	\$0.00
Exams Subtotal:	\$10.00
Total:	\$10.00