

## HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY 2025 ADVANCED PLACEMENT (AP) EXAMINATIONS

### NOTES TO APPLICANTS (LATE ENTRY REGISTRATION)

Please read these instructions carefully before completing your late entry registration. The Hong Kong Examinations and Assessment Authority (HKEAA) will not be responsible for incorrect entries which do not comply with these instructions and any unsuccessful registration due to technical and network failure.

#### 1. ELIGIBILITY

Candidates have to be under the age of 21, i.e., born after 31 May 2004, at the time of 2025 AP Exam and currently enrolled in or affiliated with a high school. This includes:

- candidates who enrolled at a high school but testing at another test center.
- high school-level candidates who are homeschooled, participate in independent study, or attend a virtual school.
- younger candidates who are not yet enrolled in high school (i.e. below ninth grade) but are prepared to take an AP Exam.
- recent high school graduates.

Candidates **MUST NOT** register for the same AP Exams at two different schools or test centres.

#### 2. REGISTRATION

The term “applicant(s)” on the registration refers to the person who accepts the responsibilities for:

- reading and undertaking to abide by the Examination Regulations, ensuring that those connected with the examinations are aware of relevant matters;
- entering candidate, ensuring the accuracy of the information supplied, including name, subjects, and any specific needs;
- notifying the candidate of the examination time and venue;
- receiving all communications regarding the entries made (including e-admission form) and disseminating all such communications to the candidate as effectively as possible.

Applicants should submit their registration online via [the HKEAA International and Professional Examinations Online Services](#) (Online Services) during the specified registration period. Before registration, applicants are required to create their own accounts with a valid email address at the Online Services. **When filling in candidates’ personal information, especially name, date of birth, sex, mailing address, school code and email address, it should exactly match with that in the candidate’s “My AP” Account.** Uploading of ID documents/images to the registration system is not required.

After successful application and payment, applicants can login their accounts at the Registration Home Page to view their examination entries. The HKEAA will transmit candidates’ registration to College Board after registration deadline. No join code will be sent to applicants and candidates.

A confirmation email will be sent to applicants when the payment transaction is completed. The delivery time of confirmation email could vary, depending on different factors including but not limited to website traffic, closing the website window immediately after payment, performance of the payment service provider portal, performance of the Internet services provider, equipment that the applicant used and the system response time of banks. If applicants do not receive the confirmation email or receiving error message at the payment gateway, please:

- allow ample time (up to 90 minutes) for the email to be delivered due to the factors mentioned above;
- check spam/junk mail folder if the payment is completed as the confirmation email may be filtered and delivered to the spam/junk mail folder by your email server;

## 2. REGISTRATION (CONTINUED)

- DO NOT try to make another transaction. Applicants must check with their payment tool or bank first to understand if the previous payment is successful. No refund will be arranged for the extra fee paid.

If applicants still have not received any confirmation email from HKEAA 12 hours after payment, please report to us via [AP Exams Enquiry Form](#).

### Registration period:

| Type                                             | Late Entry Registration Period*                       |
|--------------------------------------------------|-------------------------------------------------------|
| AP Exams<br>(Exam Date: 5 – 16 May 2025)         | 10:00 am, 27 January 2025 – 9:00 am, 10 February 2025 |
| AP Late-testing<br>(Exam Date: 19 – 23 May 2025) |                                                       |

\*Extra fee per subject and an additional administration fee on top will be charged for the registrations submitted during the late entry registration period. No entry will be accepted after the late entry registration period ends.

Candidates with disabilities requiring special arrangements should submit their registration to the HKEAA within the registration period and contact the College Board SSD office by email at [ssd@info.collegeboard.org](mailto:ssd@info.collegeboard.org) or by telephone at (1) 212-713-8333 to get their approval for receiving appropriate accommodations on or before 24 January 2025. Candidates **MUST** notify the HKEAA no later than 28 February 2025 once the approval is granted and submit the College Board's approval letter as supporting document. Otherwise, the special arrangements on the examination day may be unable to be provided.

## 3. EXAMINATION FEES

|                                                   |                                 |
|---------------------------------------------------|---------------------------------|
| <b>AP Exams</b>                                   | <b>HK\$ 2,733 per subject</b>   |
| <b>AP Late-Testing</b>                            | <b>HK\$ 3,493 per subject</b>   |
| <b>Late entry registration administration fee</b> | <b>HK\$ 525 per application</b> |

Applicants are required to pay the full amount of AP Late-testing fee at the time of registration. However, if the reason for a candidate taking AP late-testing is having timetable clash with: (a) another AP subject; or (b) an HKDSE Examination; or (c) an IB or Cambridge Examination, taking place at the **SAME TIME & DATE**, the examination fee under these “**specific**” special circumstances is **HK\$3,156 per subject**. Applicants **MUST** complete the Form for AP Late-Testing Fee Reduction after successful registration and submit respective examination registration acknowledgement and payment receipt **BEFORE** the end of the late entry registration period (10 February 2025). After the supporting document(s) are verified and the special reason is found valid, the extra examination fee paid will be returned to Applicant's same credit card, Alipay, AlipayHK or WeChat Pay account that used to pay the examination fee within three months after the end of registration period on 10 February 2025.

(NOTE: The application of the Late-Testing Fee Reduction is only applicable to the AP Late-testing subjects registered in the Late Entry Registration period between 10:00 am, 27 January 2025 to 9:00 am, 10 February 2025.)

Candidates who require a **Letter of Certification of Participation** before the issuance of e-admission form may apply at the time of registration or by submitting the [2025 AP Exams Enquiry Form](#). The letter in PDF format will be attached and sent to candidate's email address within one month after the end of the late entry registration period (10 February 2025). The administration fee of this service is **HK\$510 per letter**.

**Fee payment MUST be completed with the corresponding registration form. If payment is not completed, the registration will NOT be proceeded. Fees paid by an applicant who violates this Notes to Applicants, or subsequently withdraws his/her entry, or is absent from the examinations, or whose registration is later cancelled will NOT be refunded. Fees are NOT transferable to another AP test centre, from one examination to another/a later one or used for other purposes.**

#### 4. PAYMENT METHOD

Examination fees should be paid in Hong Kong Dollar (HKD). The HKEAA accepts online payment methods listed below:

- Credit card (MasterCard or VISA);
- Alipay;
- AlipayHK; and
- WeChat Pay.

#### 5. EXAMINATIONS CHOICE GUIDELINES

Candidates are not required to take an AP course before taking an AP Exams. They may repeat an examination in the subsequent year. All available scores will be reported unless a special request has been made by the candidate to withhold or cancel any particular scores. Candidates may take as many AP Exams as they want, in any combination. Resources on preparing for AP Exams are available at the website of [AP Courses and Exams](#).

Candidates **CANNOT** take the same subject in AP Exams and/or AP Late-testing in the same year and **register the same AP subject at another test centres** (Calculus AB and Calculus BC are treated as the same subject); otherwise, they must ensure the test centres have dropped the examination before making registration and settling payment with the HKEAA. If double registration is found, the duplicated examination(s) in the HKEAA may be cancelled without further notice. The HKEAA will not assist in examination transfers from/to another test location nor take responsibilities for unsuccessful registration due to double registration. The HKEAA will NOT refund for the duplicated subjects concerned.

#### 6. TIMETABLE AND SUBJECTS

Starting in May 2025, standard paper testing will be discontinued for 28 AP Exams, these exams will move to the College Board's Bluebook digital testing application. Of the 25 digital exams in 2025 that HKEAA administers, 13 will be fully digital and 12 will be hybrid digital. Candidates taking these examinations are required to bring their own testing device with Bluebook app downloaded to attend the examinations in the HKEAA or HKEAA-designated examination venues.

##### Fully Digital AP Exams

- Art History
- Comparative Government and Politics
- Computer Science A
- English Language and Composition
- English Literature and Composition
- Environmental Science
- European History
- Human Geography
- Latin
- Psychology
- United States Government and Politics
- United States History
- World History: Modern

##### Hybrid Digital AP Exams

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

##### AP Exams Remaining Unchanged

- 2-D Art and Design
- 3-D Art and Design
- Drawing
- Chinese Language and Culture
- French Language and Culture
- German Language and Culture
- Italian Language and Culture
- Japanese Language and Culture
- Music Theory
- Spanish Language and Culture
- Spanish Literature and Culture

**Applicants who have registered during 19 Aug to 31 Oct 2024 CANNOT register the same subjects, no matter they falls on AP Exams or AP Late-testing, and other subjects taking place at the SAME TIME of your registered subjects.** In case of timetable clash or double registration, no special timetabling arrangements will be made and candidates will be required to cancel the subjects affected which the fees paid for the subjects that are cancelled will not be refunded.

## 7. CHANGE OF SUBJECTS

Changing of subjects refer to switching one subject to another or changing the examination date of a same subject from AP Exams to AP Late-testing or vice versa. Candidates cannot request to change their registered subjects after 31 October 2024.

## 8. E-ADMISSION FORM

E-admission form with the details of examination venues will be available for **applicants** to login and download via [the HKEAA International and Professional Examinations Online Services](#) (Online Services) around two weeks to one month prior to the examination date. **Successful applicants who have not received their e-admission forms less than two weeks before the examination date should contact the HKEAA for assistance.** Candidates should print their e-admission forms on a clean A4 paper to **attend the examination at the assigned time/date/venue as specified on their e-admission forms.**

## 9. MY AP ACCOUNT

Candidates should create their “My AP” accounts before examination registrations. If they have already signed up a College Board account for SAT® or other College Board programs or registered AP Exams at other testing locations, they **MUST** register AP Exams with HKEAA using the **SAME** candidates’ personal information — especially name, date of birth, sex, mailing address, school code and email address so as to view the registration, access AP scores in their “My AP” account and properly take the digital AP Exams in the Bluebook app. Inconsistent/incomplete information can result in failure or delay in access to examination details and scores.

## 10. SCORE REPORT

AP Score Reports are provided in July by the College Board to the candidates, the colleges and universities designated by the candidates **only** through “My AP”, and their high schools, if applicable. An AP score report is cumulative and includes grades for all the AP Exams the candidate has ever taken, unless the candidate has requested that one or more scores be withheld from a college or cancelled.

## 11. PERSONAL DATA

Personal data of candidates are used by the HKEAA and the Examination Board for delivery of examination and assessment services. Whether you provide the requested personal data is voluntary. However, if you fail to provide all the data, or if any of the data are inaccurate or incomplete, the HKEAA may not be able to accept your entry or provide all or part of the examination and assessment services. The personal data submitted may also be used for:

- a) assisting tertiary institutions and other government / public organizations in their
- b) assisting tertiary institutions and other government / public organizations in respect of their requests for information in granting scholarships;
- c) assisting tertiary institutions and other government / public organizations to confirm the candidates’ eligibility for financial assistance or other forms of subsidization, in which case, the necessary personal data of the candidates may have to be disclosed to the concerned organizations for verification;
- d) certifying candidates’ examination results in response to legitimate requests;
- e) processing any refund or payment in relation to the examination;
- f) conducting educational research and analysis in an anonymous format in which the identities of candidates are not traceable; and
- g) marketing the services and products of the Examination Board (including examination services, courses, events, publications, and other examination materials or resources) subject to the consent of candidates.\*

The HKEAA and the Examination Board may also transfer the personal data of candidates between them and to third parties for use for the above purpose or other directly related purposes, whether in or outside Hong Kong, including government / public organizations, regulatory bodies, schools and educational institutions, banks (for processing refund or payment), and service providers/personnel providing various administrative or technical services to facilitate the delivery of the examination and assessment services including but not limited to data punching, registration process, verification of identity, dispatch of examination documents, and the capture, disposal or other processing of data.

## 11. PERSONAL DATA (CONTINUED)

In compliance with the Personal Data (Privacy) Ordinance, access to all personal data will be made available, on payment of a fee, to anyone who can establish his / her right to be informed of such data as are retained by the HKEAA. Please also note that candidates' personal data / correspondence / other information received by the HKEAA may be referred to the Examination Board concerned for delivery of examination and assessment services and for any of the abovementioned purposes or other directly related purposes. In general, upon completion of an examination or examination series and all the connecting examination services, the HKEAA will transfer all such data

to the Examination Board who will then assume full control of such data. By then, candidates should approach the Examination Board direct for their personal data / information handling policies if necessary.

*\*If you have given consent but wish to withdraw your consent for your personal data to be used for this purpose, please send a letter of request to the HKEAA.*

Applicants/Candidates should accept that the HKEAA shall not be responsible for any non-performance of duties where such non-performance has been caused by an act of God, labour strike, natural disaster, governmental action or intervention, riot, or any other cause not reasonably foreseeable and beyond the reasonable control of the HKEAA. The HKEAA, including their contractors and subcontractors, shall not be liable to anyone claiming for any damages which are caused by, arising from or otherwise related to the failure of staff members, examination personnel or the examination centres to comply with the examination regulations, policies or procedures.

## 12. ENQUIRIES

For enquiries on AP Exams payment and registration via the HKEAA, please submit the [2025 AP Exams Enquiry Form](#).

For enquiries on test scores or "My AP" Account, please contact the AP Services for Students at telephone number: (1) 212-632-1780 or by AP [Email Contact Form](#).

## 2025 AP Exams Schedule

| 2025 AP Exams                |                                                       |                                                                                                          |
|------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Week 1                       | AM (Start time: 8:00am)                               | PM (Start time: 1:00pm)                                                                                  |
| <b>May 5<br/>(Monday)</b>    | Biology<br>Latin                                      | European History<br>Microeconomics                                                                       |
| <b>May 6<br/>(Tuesday)</b>   | Chemistry<br>Human Geography                          | United States Government and Politics                                                                    |
| <b>May 7<br/>(Wednesday)</b> | English Literature and Composition                    | Comparative Government and Politics<br>Computer Science A                                                |
| <b>May 8<br/>(Thursday)</b>  | Statistics                                            | Japanese Language and Culture<br>World History: Modern                                                   |
| <b>May 9<br/>(Friday)</b>    | Italian Language and Culture<br>United States History | Chinese Language and Culture<br>Macroeconomics<br>2-D Art and Design*<br>3-D Art and Design*<br>Drawing* |

**\*Art and Design (2-D, 3-D & Drawing): May 9, 2025 (Friday, 8:00pm ET), is the deadline for AP Art and Design candidates to submit portfolios as final to the AP Program in the AP Digital Portfolio.**

| Week 2                        | AM (Start time: 8:00am)                                         | PM (Start time: 1:00pm)                           |
|-------------------------------|-----------------------------------------------------------------|---------------------------------------------------|
| <b>May 12<br/>(Monday)</b>    | Calculus AB<br>Calculus BC                                      | Music Theory                                      |
| <b>May 13<br/>(Tuesday)</b>   | French Language and Culture<br>Precalculus                      | Environmental Science<br>Physics 2: Algebra-Based |
| <b>May 14<br/>(Wednesday)</b> | English Language and Composition<br>German Language and Culture | Physics C: Mechanics                              |
| <b>May 15<br/>(Thursday)</b>  | Art History<br>Spanish Language and Culture                     | Physics C: Electricity and Magnetism              |
| <b>May 16<br/>(Friday)</b>    | Physics 1: Algebra-Based<br>Spanish Literature and Culture      | Psychology                                        |

| <b>2025 AP Late-testing</b>   |                                                                                                                                         |                                                                                                     |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
|                               | <b>AM (Start time: 8:00am)</b>                                                                                                          | <b>PM (Start time: 1:00pm)</b>                                                                      |
| <b>May 19<br/>(Monday)</b>    | Comparative Government and Politics<br>European History<br>World History: Modern                                                        | English Literature and Composition<br>Human Geography<br>Latin                                      |
| <b>May 20<br/>(Tuesday)</b>   | Japanese Language and Culture<br>United States Government and Politics                                                                  | United States History                                                                               |
| <b>May 21<br/>(Wednesday)</b> | Computer Science A<br>Microeconomics<br>Statistics                                                                                      | Biology<br>Chemistry<br>French Language and Culture<br>Macroeconomics                               |
| <b>May 22<br/>(Thursday)</b>  | Chinese Language and Culture<br>English Language and Composition<br>Music Theory<br>Physics C: Electricity and Magnetism<br>Precalculus | Art History<br>Calculus AB<br>Calculus BC<br>Spanish Literature and Culture<br>Physics C: Mechanics |
| <b>May 23<br/>(Friday)</b>    | Environmental Science<br>Italian Language and Culture<br>Physics 1: Algebra-Based<br>Spanish Language and Culture                       | German Language and Culture<br>Physics 2: Algebra-Based<br>Psychology                               |