

Home-schooled students that are enrolled in Advanced Placement courses with either Florida Virtual School (FLVS) or Lake County Virtual School (LCVS) will need to notify their “home-zoned” school of their enrollment in Advanced Placement courses in order for the “home-zoned” school to ensure an exam is ordered. The AP Coordinator at your “home-zoned” school will provide you with a unique join code for each AP course you are enrolled in. Please note: students enrolled in AP courses through virtual providers will join two sections of each course. The sections are:

- 1- **Teacher-led section.** This section is the actual course section and provides the student access to AP Classroom resources and is monitored by the classroom teacher.
- 2- **Exam-Only Section.** This section will be set up by your “home-zoned” school AP Coordinator and will only be used to order your exam.

Florida Virtual School Students

FLVS students should have received a letter from FLVS indicating the procedure and timeline. For specific questions regarding Florida Virtual School procedures and timelines please contact FLVS.

Lake County Virtual Students

Lake County Virtual School will provide a list of students enrolled in AP courses to the ‘home-zoned’ schools on behalf of the student. However, students must email the AP Coordinator at their “home-zoned” school if they do not receive their join code(s). It is imperative that you communicate with the AP Coordinator at your “home-zoned” school by **Oct 22**.

All “home-zoned” Students:

Once you receive your join code(s) from your “home-zoned” school AP Coordinator, **you must enter the exam only join code(s) in myap.collegeboard.org for your exam(s) to be ordered. Do not wait to enter the join code(s) as CollegeBoard places strict deadlines on exam registration and ordering.** Instructions for adding the join code(s) can be accessed at: <https://apstudents.collegeboard.org/access-your-ap-resources/join-your-class-online>. **Please ensure that the email address in your CollegeBoard account profile is correct.** “Home-zoned” school test sites and the CollegeBoard will use this email address to share important testing information.

If you have an active IEP or Section 504 Plan, ask your “home-zoned” school’s AP Coordinator for the directions to request accommodations from the CollegeBoard. Please note that the approval process can take several weeks. You must provide your test site’s AP coordinator with a list of your approved accommodations upon receipt of approval from the CollegeBoard.

If you withdraw from an AP course and no longer plan to test, it is your responsibility to reach out to the AP Coordinator at your “home-zoned” school and request that they cancel your AP exam order.

School	AP Coordinator-Primary Contact	Title	Email	AP Coordinator-Additional Contacts	Title	Email
East Ridge	Dr. Stacy Keaveny	Assistant Principal	KeavenyS@lake.k12.fl.us			
Eustis	Erica Driggers	Assistant Principal	DriggersE@lake.k12.fl.us	Ebony White	Testing Coordinator	WhiteE@lake.k12.fl.us
Lake Minneola	Gina Paul	School Counselor	PaulG@lake.k12.fl.us	Rhonda Boykin	Assistant Principal	BoykinR1@lake.k12.fl.us
Leesburg	Stuart Milchman	Assistant Principal	MilchmanS@lake.k12.fl.us			
Mt. Dora	Kyle Bracewell	Assistant Principal	BracewellK@lake.k12.fl.us	Eric Belanger	Testing Coordinator	BelangerE@lake.k12.fl.us
South Lake	Donna Jesaitis	Assistant Principal	JesaitisD@lake.k12.fl.us			
Tavares	Randy Campbell	Assistant Principal	CampbellR@lake.k12.fl.us	Maritza Rios Morales	School Counselor	RiosmoralesM@lake.k12.fl.us
Umatilla	Andrea Pyatt	Assistant Principal	PyattA@lake.k12.fl.us	Lisa Crangle	Literacy Coach	CrangleL@lake.k12.fl.us
Lake Virtual	Paul Miller	Principal	MillerP@lake.k12.fl.us	Dr. Derrick King	Assistant Principal	kingd1@lake.k12.fl.us

