



MUST DO Tasks to Take AP Exams May 2026

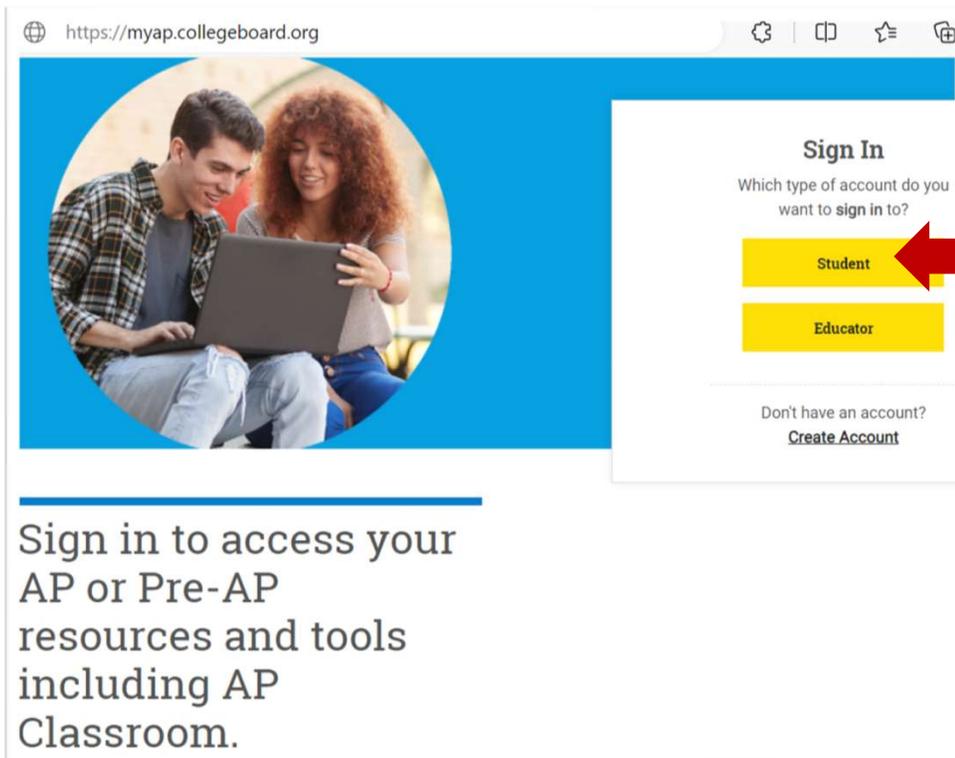
For AP Exam Candidates Registered at AP Test Centers

Part 1 of 2

Verify Your AP Exams and CB Account Details (by end of February 2026)

1. Log into [My AP Login – College Board](#) with College Board (CB) account.
2. Confirm paid exams appear correctly in My AP.
3. Confirm legal name and date of birth (DOB) on CB account match ID you will bring on exam day.

1. Verify You Can Log Into My AP Login – College Board with College Board (CB) Student Account.



URL: (My AP) AP Classroom:
myap.collegeboard.org

Login as student with email on your CB student account.

Your CB account is also used to log into Bluebook for digital testing, SAT and PSAT programs.

If you can't log in:

- **Do not** create another account.
- Try logging in with another email.
- Contact AP Services for Students for CB/AP login assistance.

2. Confirm paid exams appear correctly in My AP (subject, date, and test provider)

AP Students

Welcome, William Shakespeare!

My AP Profile

AP Calculus AB

Test Section with John Newteach

Go to AP Classroom

Course Guide →

Assignments →

Exam Day May 12, 8:00 AM

Registered for Exam given by <Test Center Name>

Go to Course & Exam pages →

CHECK THREE ITEMS ARE WHAT YOU REGISTERED

- Exam Subject
- Exam Date and Time
- Test center where you registered is listed.

! YOU CANNOT TAKE AN EXAM IN BLUEBOOK IF IT DOES NOT APPEAR ON YOUR MY AP ACCOUNT!

Go to My AP/AP Classroom homepage.

- Check that the subject, date/time, and registered test center are correct.

What if Exam Date or Exam Subject is wrong? Contact your test center.

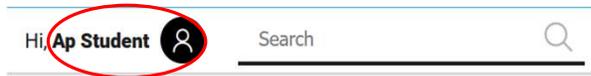
What if it says a subject is “not registered for exam?” Contact your test center.

What if an exam is missing?

- Do you have multiple College Board accounts? **Contact AP Services to merge accounts so all exams (and scores) are linked to one account.**
- If the issue still exists, contact your test center to confirm they received your payment and ordered your registered exams.

3. Confirm Name and DOB on CB Account Matches Info on Legal ID You Will Bring on Exam Day

Go to CB Account Info: In My AP/AP Classroom (top right of screen): click on the icon next to your name, then click on **“Account Settings”**



Verify info on your College Board account:

- **Legal Name – Compare this name to name on your ID**
 - Used by test centers to verify your identity on exam day.
 - Appears on official AP score reports sent to colleges.
 - Can only be changed by contacting AP Services.
- **Nickname – optional; student can leave blank or update directly.**
 - CANNOT be used for exam day ID verification.
 - Test day coordinators do not see this name when verifying ID.
 - Student can update/remove on their own at any time
- **Date of Birth (DOB) – Month, Day, Year**
- **Email Address** - use this email to log into Bluebook and My AP



CB Account Settings

Welcome,
Willie

Class of 2025
Singapore Home School

My Info Subscriptions Privacy Settings

* = Required information

Personal Information

Legal Name *
William Shakespeare

Nickname
Willie

Date of Birth *
January 1, 2009

Email Address *
myemail@email.com

Name here is CB Account Legal Name ~~unless student provides a Nickname. To show the Legal Name, Nickname below must be blank.

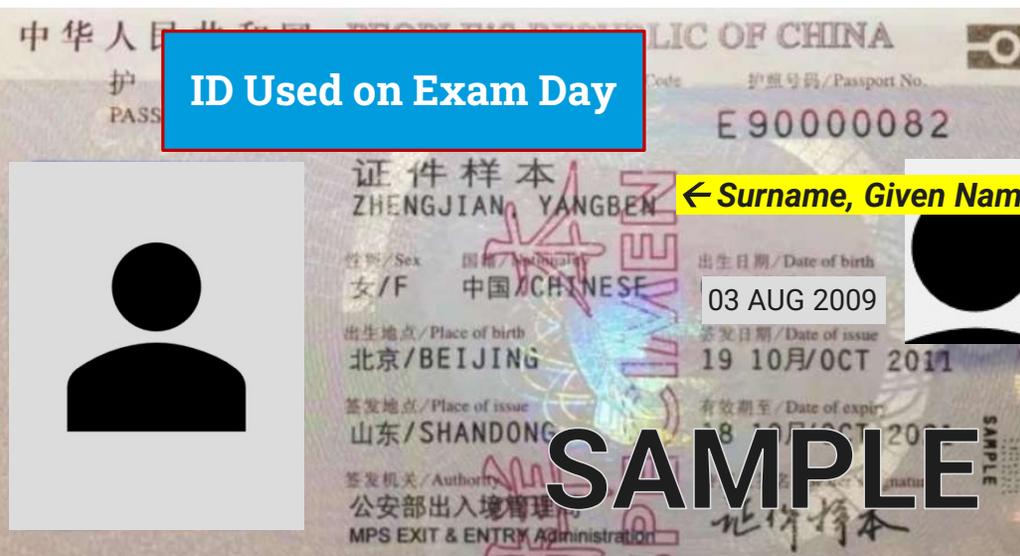
Test centers only see legal name here. Test centers may deny admission if this name doesn't match ID presented on test day.

Recommend students leave "Nickname" blank on exam days to avoid any discrepancies with legal name.

Log into Bluebook with this email on CB account.

(Example) CB Account: **Legal Name = First Name + Last Name.**

Contact *AP Services for Students* to update immediately if names/DOB do not match.

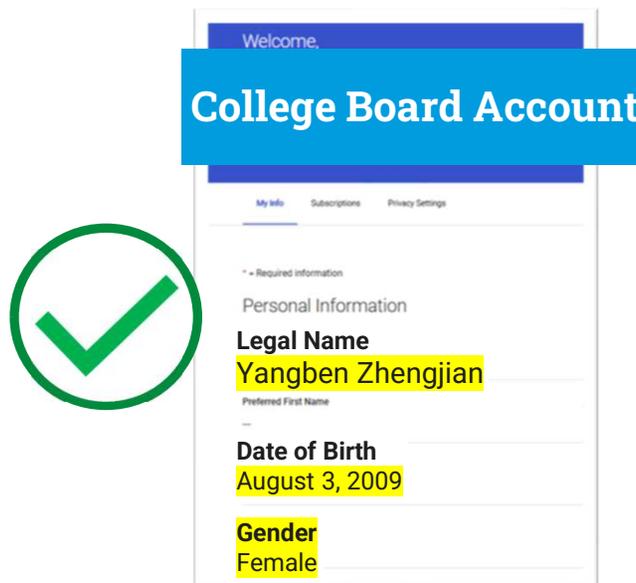


Info on ID:

Name: ZHENGJIAN, YANGBEN

Sex: F

Date of Birth: 03 AUG 2009



Info on CB Account:

Legal Name= Yangben Zhengjian

- **First Name:** Yangben
- **Last Name:** Zhengjian

Gender: Female

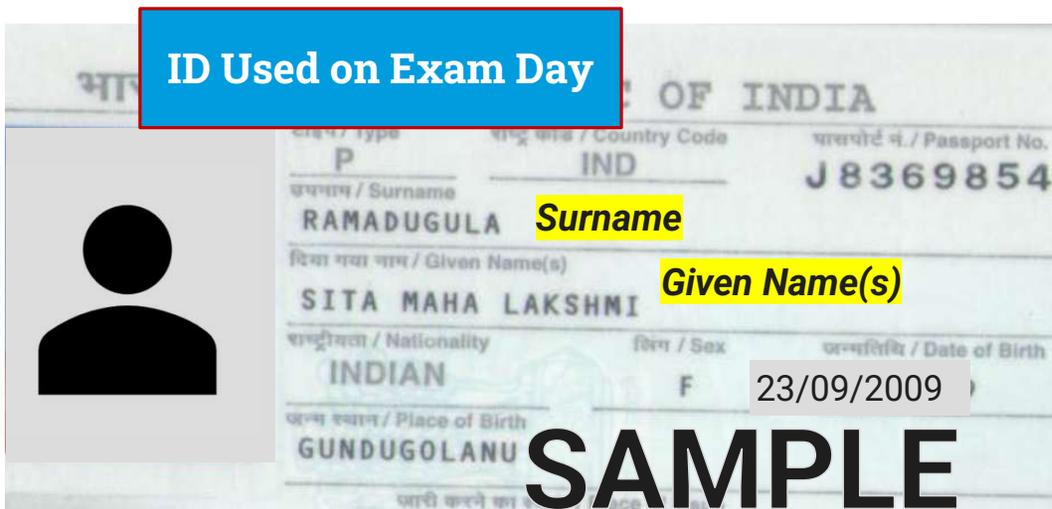
Date of Birth: August 3, 2009

Nickname: recommend leave this blank

(Example) **CB Account Legal Name = First Name + Last Name.**

Contact *AP Services for Students* to update immediately if name/DOB do not match ID.

ID Used on Exam Day



College Board Account

A screenshot of the College Board account profile page. The page is titled "College Board Account" and shows the following information: Legal Name: Sita Maha Lakshmi Ramadugula (highlighted in yellow), Date of Birth: September 9, 2009 (highlighted in yellow), and Gender: Female (highlighted in yellow). The page also shows a "Welcome" message and navigation links for "My Info", "Subscriptions", and "Privacy Settings".

Info on ID:

Given Name(s): SITA MAHA LAKSHMI

Surname: RAMADUGULA

Date of Birth: 23/09/2009

Sex: F

Info on CB Account:

Legal Name: Sita Maha Lakshmi Ramadugula

- **First Name** = SITA MAHA LAKSHMI

- **Last Name:** RAMADUGULA

Date of Birth: September 9, 2009

Gender: Female

Nickname: Recommend leave this blank

Fix Discrepancies As Soon As Possible Before Exam Day

My AP

**College Board
Account Settings**

**ID to Bring on Exam
Day**



Contact your Test Center:

- If not all registered exams appear correctly in My AP/AP Classroom (wrong date/subject, not registered)
- Questions about payments, registration changes

Contact AP Services for Students:

- If registered exams are missing in My AP/AP Classroom
- If multiple CB accounts need to be merged
- If legal name, gender, date of birth on CB Account doesn't match info on ID you're bringing on exam day

AP Services for Students

- **Phone:** +1-212-632-1780, Hours: M-F, 9 am - 6 pm ET
- **Email Contact Form:** [cb.org/apstudentcontact](https://apstudentcontact.collegeboard.org)
- **Chat:** <https://apstudents.collegeboard.org> (look for the message bubble )



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For AP Exam Candidates Registered at AP Test Centers

Part 2 of 2

Prepare for Bluebook Digital Testing (Before exam day)

1. Download Bluebook and confirm log in
2. Confirm exam cards and name are correct
3. Try a practice AP exam in Bluebook.

Download Bluebook and confirm log in

❑ Check That Your Testing Device is Approved

<https://bluebook.collegeboard.org/students/approved-devices>

- ❑ Which devices and accessories allowed
- ❑ Free space needed
- ❑ Software to disable (e.g. VPN)
- ❑ To avoid Bluebook issues on test day, make sure the keyboard input layout is set to English (U.S.)

❑ Download Bluebook

<https://bluebook.collegeboard.org/students/download-bluebook>

Do this as early as possible on the approved device you will bring. Do not wait until exam day.

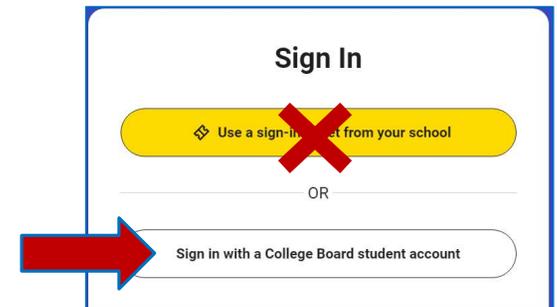
❑ Open Bluebook



System runs automatic updates each time.

Do this the day before exam day to get latest version.

❑ AP: Sign in with College Board student account



MEMORIZE YOUR USERNAME (Email) + PASSWORD.

Bluebook does not save your password. If you can't log in, you will delay testing or will not be able to test.

Confirm exam cards are correct

- In Bluebook, look under the “Your Tests” section.
- Starting a few weeks before test day, you will see an **exam card** for each exam registered and linked to your account. (~mid-March)
- **If an exam does not appear in Bluebook, you will not be able to test.** Fix prior to exam day:
 - Contact your test center to confirm the account they have for your registration matches the account you used to log in.
 - Did the test center submit the exam order?
 - Do you have two College Board accounts? **Contact AP Services to merge accounts so all exams (and scores) are linked to one account.**
- Testing location. Test centers will notify you of exam day details. Contact test centers if you’re unsure where to test.

Bluebook

Your Tests

Active Past

AP English Literature and Composition

Date: Someone at your school will let you know your test date. ✓ [Test Day Checklist](#)

Location
Contact your AP coordinator for the arrival time, testing location, and room.

Testing Accommodations:
You have no approved accommodations for this test.

It's time to check in. [Check In Now](#)

Exam Card

Confirm legal name matches ID you will bring on exam day.



The image shows a screenshot of the Bluebook interface. At the top left is the Bluebook logo. In the top right corner, there is a box labeled "Your Name" with a person icon, which is highlighted with a red border. Below this, there is a "Your Tests" section with tabs for "Active" and "Past", and a list of tests including "AP Seminar". A blue double-headed arrow points from the "Your Name" box to another box on the right labeled "Name on ID", which is also highlighted with a red border. Below the "Name on ID" box is an icon of a blue ID card with a person silhouette and a list of items.

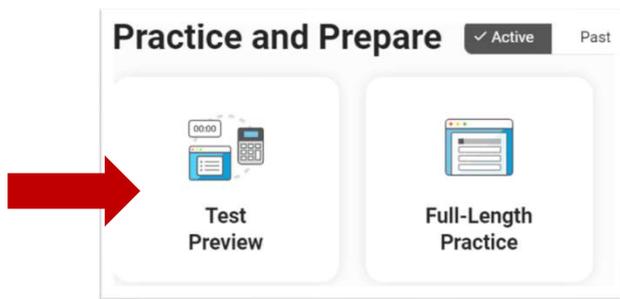
- ❑ Check the name that appears in the top right corner of Bluebook. This shows your **legal name** OR your **nickname** if you added it on your College Board (CB) account.
- ❑ Test centers cannot see nickname when they verify your ID for test day admission.
- ❑ *Recommended* - During the testing period, leave the nickname blank on your CB account so you see your legal name in Bluebook. (To edit nickname, go to Account Settings at myap.collegeboard.org)
- ❑ Reconfirm the legal name in Bluebook matches the legal name on the ID you're bringing on exam day. Contact AP Services for any corrections as soon as possible to allow processing time.
- ❑ Check your test center's ID policy to ensure you are bringing valid, accepted ID.

Try a Practice AP Exam in Bluebook.

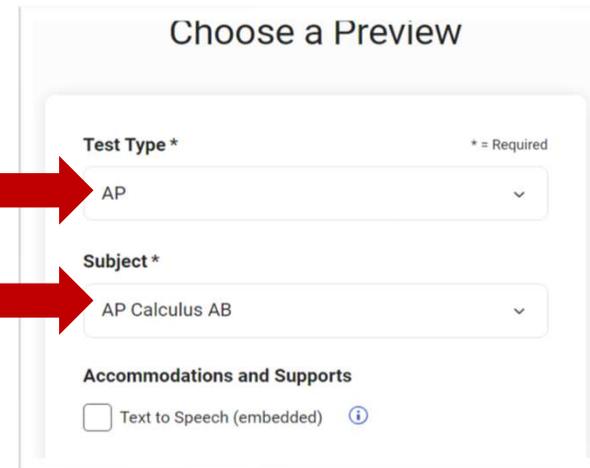
- Practice with AP Preview Tests to get familiar with the Bluebook testing app.
- Preview tests are partial exams and are not timed and not scored.

<https://bluebook.collegeboard.org/students/practice>

Test Preview



- Log into Bluebook
- Scroll to “Practice and Prepare” section
- Select “**Test Preview**”

A screenshot of the 'Choose a Preview' form in the Bluebook app. The form has two dropdown menus: 'Test Type *' and 'Subject *'. The 'Test Type *' dropdown is set to 'AP' and the 'Subject *' dropdown is set to 'AP Calculus AB'. There is a note '* = Required' next to the 'Test Type *' label. Below the dropdowns is a section for 'Accommodations and Supports' with a checkbox for 'Text to Speech (embedded)' and an information icon.

- Select Test Type = “**AP**” and choose a **Subject**.
- Do not check any **Accommodations and Supports**.



Thank You!