

# SKYLINE HIGH SCHOOL FEES

## AP EXAMS & DUAL ENROLLMENT GUIDE (Grades 10-12)

**Contact Information:** please ensure your current email, address and phone are updated in PowerSchool at the beginning of the school year or anytime a change is made. We use school messenger for email/text/phone alerts regarding various communications about events, classes, fees, graduation etc.

**AP EXAMS:** SHS offers several classes that are categorized as AP (advance placement) and you may elect to take the optional AP exam in the spring for any of these classes, but are not required to. Please check with guidance regarding which AP classes/ exams are offered. Students are required and will be responsible to sign up indicating to SHS which exams they want to take. It is the STUDENTS responsibility to sign up for their tests on [www.collegeboard.com](http://www.collegeboard.com). This is a requirement. Note: you are not registered for the exam until you sign up through college board. If you fail to register or take the test, refunds will not be given. College Board sets the fee amount @ \$96 per exam.

**Due Dates:** Fall class exams registration and payments will be due by OCTOBER 31 with a Fall final order deadline in early NOVEMBER. Spring registration and payments are due by MARCH 1. FINAL deadline to cancel, or order: MARCH 1.

**ADDITIONAL FEES: Exams Ordered Not Taken:** Students will be responsible to pay unused exam fees. Ordered exams, not taken/cancelled are subject to a late order fee of \$40 per exam. **Late Order /Late Testing Fees:** Students will be subject to a \$40 per exam late order or late test fee. Fees are all issued by College Board and passed onto the student, from Skyline High School.

**REFUNDS:** Refunds will only be given if you cancel/drop by deadline dates and on emergency case-by-case basis. Exams not ordered until they are paid. This holds students accountable and helps eliminate refunds as much as possible. Refunds will not be given if you do not make you changes by MARCH 1. No exceptions. Students will NOT obtain a refund and will still pay any additional fees charged by College Board. Please speak with guidance if you have extenuating circumstances, or need the deadline dates.

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**DUAL ENROLLMENT:** SHS has many DE (dual enrolled) classes that allow students to earn college credits and high school credits simultaneously. The classes are optional and students wishing to enroll should see guidance first and note they are REQUIRED TO PAY TUITION. Heavily discounted tuition rates are offered to high school students. SHS has a DE chart that will navigate the tuition costs students/families. SHS/ LAUREL RIDGE CC will provide registration/ request forms to students early each semester and will be emailed due dates. **ON CAMPUS Classes** (Blue forms) Students taking a class with LAUREL RIDGE CC as “On Campus/Online” classes but billed at HS rate including summer courses will PAY SHS. Note: You will pay a bundled price for all credits taken including SHS and On Campus/Online classes. Please confirm with SHS Bookkeeper PRIOR to paying. **BRTC:** Any DE class taken at BRTC should be paid directly to BRTC, along with DE forms. (LAUREL RIDGE CC “Green Forms” are on campus LAUREL RIDGE CC classes that you pay LAUREL RIDGE CC directly for and are not discounted.)

**FEE SCHEDULE:** Tuition fees are paid to SHS directly. Laurel Ridge CC bills SHS for Fall, Spring and Summer separately. PLEASE DO NOT PAY WITHOUT KNOWING TOTALS as there are varied rules/calculations based on total credits, on-campus courses or MVGS students, fees are per credit and are discounted as a bundle for total credits taken.

**Due dates: FALL/ September 30 and SPRING/January 30.** Exact dates may change year to year. *Email* will be our primary way of communicating to students and parents alike.

NOTE: ALL FEES ARE PAID TO SKYLINE HIGH SCHOOL (SHS). Cash, Check or Card. Online payments: <https://wcps.schoolcashonline.com>.  
You must enroll prior to paying online. (Transaction fees will apply to online price)

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**\*\*PAYMENTS ARE DUE IN FULL AT REGISTRATION EACH SEMESTER. NO PAYMENT PLANS WILL BE ALLOWED\*\***

### **ALL DUAL ENROLLMENT STUDENTS:**

- You must obtain request to enroll form (purple/yellow/ blue) from your high school guidance counselor, teacher or career coach.
- All forms **require** the signatures of the student, parent or guardian, and the high school designee. EVEN if student is 18.
  - Complete to appropriate form. **PURPLE** registration form for **FALL** semester courses. **YELLOW** registration form for **SPRING**. Summer courses are also offered at LAUREL RIDGE CC at reduced HS rate.
- Register with LAUREL RIDGE CC: Visit <https://Laurel Ridge CC.edu/dual-enrollment> or follow the Dual Enrollment link under [wcps.k12.va.us/shs](https://wcps.k12.va.us/shs)→Academics→Dual Enrollment. Or please make an appointment with Ms. Ris, LAUREL RIDGE CC career coach in guidance. There are many pre-req's and steps to take DE classes.
- **Please pay attention to DROP/ADD & WITHDRAWL deadlines. (D=drop/ refund allowed/not on transcript. W=Withdraw/ no refund/shown on transcript)**

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**REG CLASS FEES:** Some classes have fees associated with them. These fees help replenish consumables that are used each year. Generally these are elective classes your student may take. Blue Ridge Tech Classes can be paid directly to BRTC or through the portal. Regular School fees are due within the first week of school and no later than end of August. This allows for adjustments to schedules. If your student is assigned a class with a fee and they are not staying in the class, please let me know so I can remove the fee from your portal. If we have not received class payments by the schedule change deadline, your schoolcashionline portal will show any balances due.

### **PAYING FOR FEES:**

Online Portal: Please register with our online portal School Cash Online (SCO) @ <https://wcps.schoolcashionline.com>. **You must enroll prior to paying online.** Once enrolled, and set up in is complete after adding students to your account, you will see different tabs (students/schools). You can pay for all your students' fees at one time! If you pay online please note *the small processing/transaction fee will already be added to shown prices.*

Please visit our website to more detail on forms/fees. Dual enrollment: Under Academics, follow the Dual Enrollment link to Laurel Ridge CC for details. If you have questions please contact guidance or regarding payments please contact the bookkeeper at SHS (Mrs. Haun- [shaun@wcps.k12.va.us](mailto:shaun@wcps.k12.va.us))

<https://www.wcps.k12.va.us/shs/index.php/students/fees-forms>

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