

IB Exam Order Form: May 2022****please complete both sides****This form is due to Mrs. Schmidt-Gardner (IB Office) or Mrs. Pugh (Guidance) by **Friday, October 29, 2021** with either **the Financial Assistance Request Form or Payment/Payment Agreement (see back).**First name: _____ Last name: _____
(As you would like it to appear on your IB Certificate or IB Diploma)

Date of birth: _____

Required for IBO data reporting: Gender: Male Female X

Nationality: _____ Primary language: _____

Testing Accommodations:

Do you have an IEP or a 504 which indicates you qualify for testing accommodations? Yes No

What type(s) of accommodation(s) do you have for class assignments and/or testing?

****IMPORTANT NOTE: The IBO requires proof of need for accommodations dated within 2 years of the exam session date. Please contact your child's grade-level case worker to verify records are up to date.******Exam Order: Order form submission deadline is Friday, October 29, 2021 !**

Please place a check next to the exams you will take in the May 2022 session.

Studies in Language & Literature (Group 1)		Language Acquisition (Group 2)	
_____ English Literature SL		_____ French SL	_____ French HL
_____ English Literature HL		_____ German SL	_____ German HL
		_____ Spanish SL	_____ Spanish HL
Individuals & Societies (Group 3)		Sciences (Group 4)	
_____ History SL	_____ History HL	_____ Biology HL	
_____ Global Politics SL	_____ Global Politics HL	_____ Chemistry HL	
_____ Psychology SL	_____ World Religions SL	_____ Physics HL	
_____ Environmental Systems & Societies SL (can count as IB Diploma course for Group 3 or Group 4 but not both)			
Mathematics (Group 5)		The Arts (Group 6)	
_____ Math A & I SL	_____ Math A & I HL	_____ Theatre SL	
_____ Math A & A HL		_____ Visual Arts SL	_____ Visual Arts HL

Extended Essay Subject Area and Teacher Mentor (for IB Diploma Candidates only)****note: This should NOT be the TITLE of your EE, but the SUBJECT it falls under (Art, English, History, Psychology, etc.)**

IB EXAM PAYMENT INFORMATION

Standard Exam Fees, Late Fees, Financial Assistance, Refunds

Exam Fee (per IB course): **\$119 on or before the registration deadline**

Example: If you are taking 3 IB exams, your total amount due is \$357.00 (3 x \$119).

Late Fee: A late fee of **\$150.00 per exam** will be **added to the regular exam fee** (\$119) for each exam you order **after the registration deadline**. In the above example, the \$357 would become \$807.00 if registering past the deadline.

Students who are requesting financial assistance *must* submit a separate *Request for Financial Assistance Form* with the *IB Exam Order Form*. These forms are available from your IB teacher, on the IBDP website, and in Student Services. Financial Assistance is available for exam fees only and will not cover late fees.

******If you are granted financial assistance and then decide not to sit for your exam(s), you will become responsible for paying any/all exam fees. Transcripts will be held until the financial deficiency is cleared.******

I am ordering _____ exam(s). My exam total is \$ _____.

Refunds: There will be no refund or forgiveness of any paid or outstanding exam fees after January 15, 2022. You are responsible for any fee associated with any exam ordered on your child's behalf.

Payment Options (please select one)

_____ I will be paying for all exam fees in full by November 8, 2021.

_____ I will be paying for exam fees in 3 installments.

Payment 1 is due on or before November 8, 2021.

Payment 2 will be due on or before December 6, 2021.

Payment 3 will be due on or before January 7, 2022.

_____ I have requested financial assistance and the form is attached to this registration.

Deadlines

October 29, 2021: Order form due to Mrs. Schmidt-Gardner (IB Office) or Mrs. Pugh (Guidance)

November 8, 2021: Exam fees paid in full due to Mrs. Schmidt-Gardner or Mrs. Pugh

January 7, 2022: Complete balance of exam fees must be paid in full

Checks should be made payable to West High School.

Credit Card Payments are NOT accepted.

Student Signature

DATE

Parent Signature

DATE