Accepting/Declining AP scores in ASK

Click on Test Scores under Incoming Students on your ASK home page.

This page will come up. Eligible AP scores which are not contingent upon completion of a higher level course will be accepted by default. To decline your AP Credit, click on the Request/Decline AP Credit option for each eligible score.

This page will come up. Click on Select transcript notation preference and choose an option. If you choose “I do not want the AP credit…”, you must insert the reason for declining in the box below on this same screen.