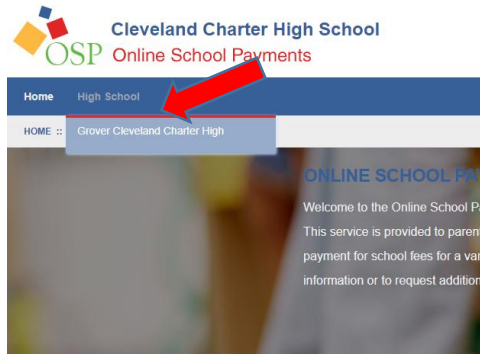
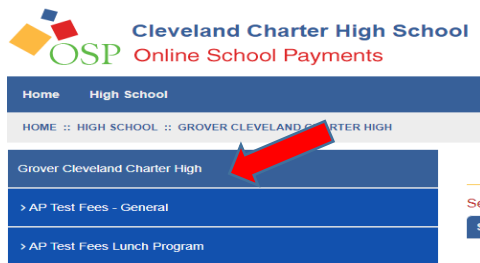


Grover Cleveland Charter High School Instructions for AP Exam Payment

1. Go to <https://osp.osmsinc.com/clevelandhs>.
2. Select **High School** and from the dropdown menu, choose **Grover Cleveland Charter High School**.



3. Next,
 - if you ARE NOT on the Free or Reduced Meal Program, select **AP Test Fees – General**
 - if you ARE on the Free or Reduced Meal Program, select **AP Test Fees Lunch Program**



4. Now, you will choose the exams you would like to take. *Note: DO NOT use the **Select** button. You will get an error message if you click any boxes under **Select**. Instead, under **Activity Name**, click on the blue title of the exam you would like to pay for today.*

Select	Image	Activity No.	Activity Name	Teacher/Sponsor
<input type="checkbox"/>		MX001-5	AP Exam - Art History Please enter student's name and date of birth in the above description box. LAST NAME, FIRST MM/DD/YYYY	DRELL, SHARON
<input type="checkbox"/>		MX001-6	AP Exam - Biology Please enter student's name and date of birth in the above description box. LAST NAME, FIRST MM/DD/YYYY	DRELL, SHARON
<input type="checkbox"/>		MX001-7	AP Exam - Calculus AB Please enter student's name and date of birth in the above description box. LAST NAME, FIRST MM/DD/YYYY	DRELL, SHARON
<input type="checkbox"/>		MX001-8	AP Exam - Calculus BC Please enter student's name and date of birth in the above description box. LAST NAME, FIRST MM/DD/YYYY	DRELL, SHARON

5. In the **Description** box, write your name and date of birth: **LAST NAME, FIRST, MM/DD/YYYY**.

AP EXAM - ART HISTORY SKU MX001-5

AP Exam - Art History

Description

Qty 1 Price: \$95.00

Item Terms & Conditions

☐ Information subject to be verified by College Counselor.

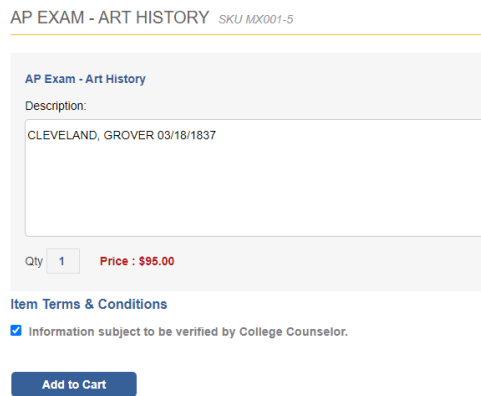
Add to Cart

Please enter student's name and date of birth in the above description box. LAST NAME, FIRST MM/DD/YYYY

- Then, under **Item Terms & Conditions**, click the box.



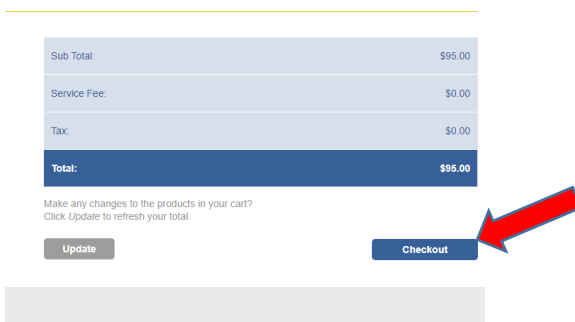
Here is an example:



- After you complete the section, click **Add to Cart**.
- If you would like to pay for another exam, select **Continue Shopping**. Repeat steps 4-7 for all exams.



- If you have added all your exams to the cart, select **Checkout**.



- Proceed to creating an account and paying for your order.