

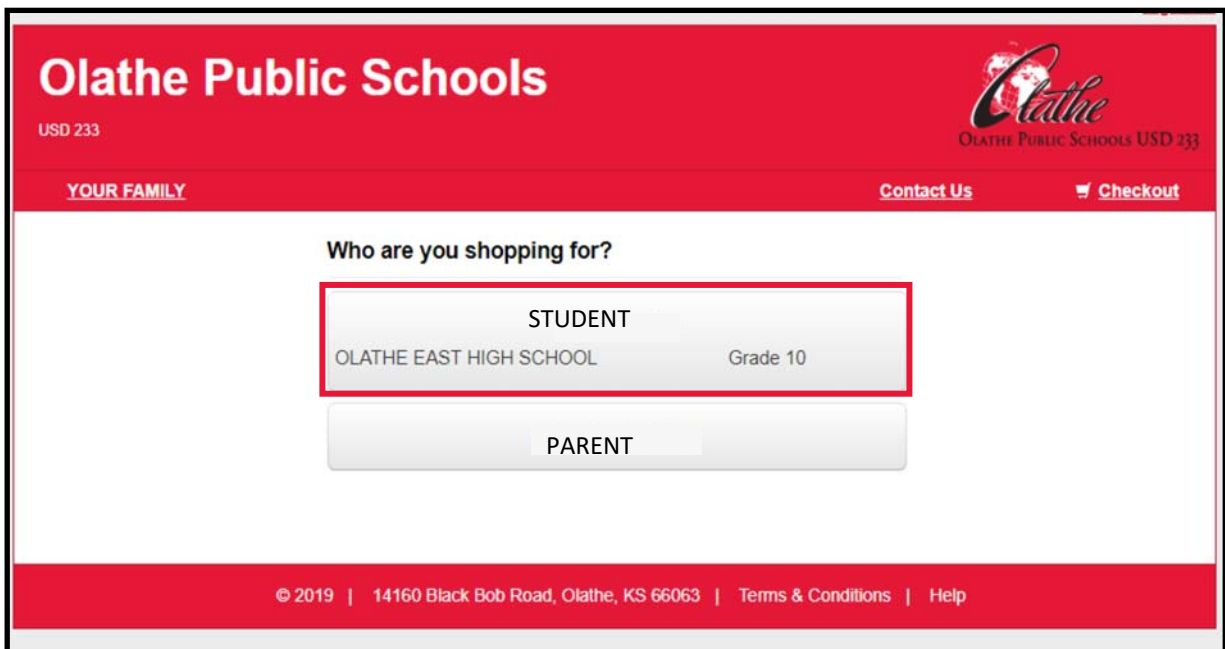


## PAY FOR AP TESTS ON TOUCHBASE

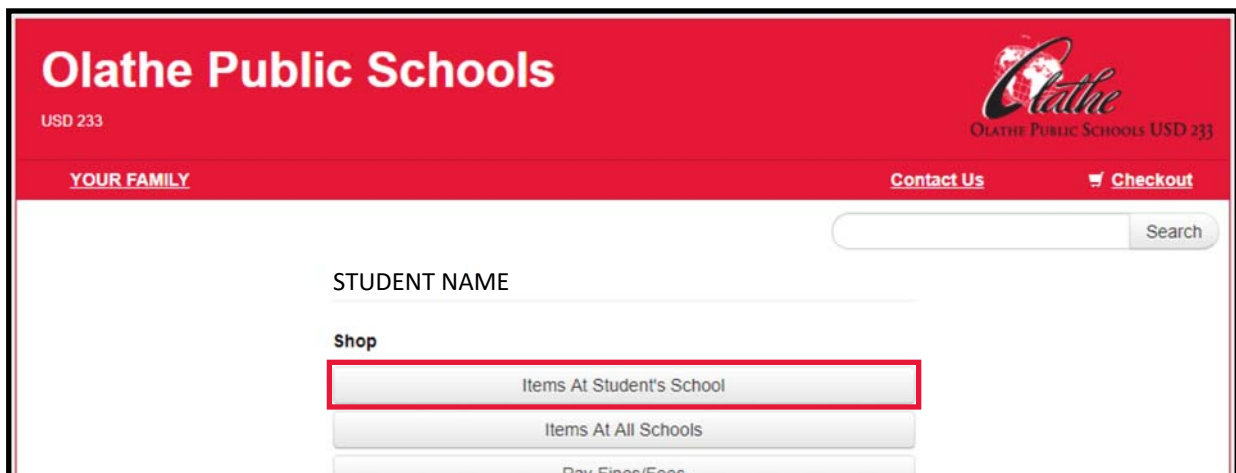
Go to: <https://ks-olathe.intouchrecepting.com/>

Login to your TouchBase account.

Click on the name of the student for whom you need to purchase an AP Test.



Click on Items At Student's School.






Choose AP Tests from the Categories listed.

The screenshot shows the top navigation bar of the Olathe Public Schools website. The header includes the school name "Olathe Public Schools" and "USD 233". Below the header, there are links for "YOUR FAMILY", "Contact Us", and "Checkout". The main content area shows "Shopping for STUDENT NAME" with a search bar. Under "You are here", the breadcrumb trail is "DISTRICT / HIGH SCHOOL / OLATHE EAST HIGH SCHOOL". Under "Categories", "AP Tests" is highlighted with a red box, along with "Optional Items" and "Yearbook Ads". A note at the bottom says "Please select from a category above."

Click the Buy button for the test(s) you would like to purchase. As you add items to your cart, the number beside Checkout will change. Click Checkout when you are ready to pay.

The screenshot shows the product listing for AP Tests. The top navigation bar is the same as in the previous screenshot, but the "Checkout" button now has a "1" next to it, indicating one item in the cart. The "You are here" breadcrumb trail is updated to "DISTRICT / HIGH SCHOOL / OLATHE EAST HIGH SCHOOL / AP Tests". The product list is as follows:

Item	Qty	Amount	Buy
 AP - 2D Art & Design By paying for this test, your student is committing to take the AP Exam for this course in May 2020.	1	98.00	<input type="button" value="Buy"/>
 AP - 3D Art & Design By paying for this test, your student is committing to take the AP Exam for this course in May 2020.	1	98.00	<input type="button" value="Buy"/>
 AP - Biology By paying for this test, your student is committing to take the AP Exam for this course in May 2020.	1	98.00	<input type="button" value="Buy"/>

Verify that you have selected the correct AP Test(s) for your student. If you have selected a wrong item, click Remove to remove it from your cart.

Once selections are complete, click Checkout.

**Olathe Public Schools**  
USD 233

[YOUR FAMILY](#) [Contact Us](#) [Checkout 1](#)

### Your Cart

Customer	Item	Taxable	Price	
STUDENT NAME	AP - 2D Art & Design		\$98.00	
			Subtotal	\$98.00
			Tax (0.00%)	\$0.00
			Processing Fee	\$0.00
			Total	\$98.00

[Continue Shopping](#) [Checkout](#)

\* Important notice: you may be charged a processing fee for your online purchase.

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Complete information on Payment screen and click Pay Now.

**Olathe Public Schools**  
USD 233

[YOUR FAMILY](#) [Contact Us](#) [Checkout 1](#)

### Payment

First Name

Last Name

Credit Card #

Expiration

Card Security Code

Street Address

Zip Code

I'm not a robot

[Pay Now](#)

#### Summary

Customer	Item	Price	
STUDENT NAME	AP - 2D Art & Design	\$98.00	
		Subtotal	\$98.00
		Tax (0.00%)	\$0.00
		Processing Fee	\$0.00
		Total	\$98.00

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