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# CLEP

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# Announcements

- **Parking:** Lot 55 - University Center [\[UCNTRB\]](#) parking fees are \$2/hr or \$10/day. **Please pre-pay for your parking before coming to the Testing & Scanning Services Office.** The parking machine, operated by Parking and Transit Services, accepts Visa or MasterCard, \$1 and \$5 dollar bills and is located by the front entrance to each building. Please remember your parking space number, as it will be required to make your payment. No change is given. The [Park Mobile](#) parking zone is #60112. **When considering your payment, all CLEP exams are 2 hours in length, including check-in and check out, with the exception of the College Composition exam which is 2.5 hours including check-in and check out.**

The College-Level Examination Program® (CLEP®) tests cover material taught in courses that most students take as requirements in the first two years of college. A college usually grants the same amount of credit to students earning satisfactory scores on the CLEP® test as it grants to students successfully completing that course. You may obtain a CLEP® bulletin in our office or by visiting <http://clep.collegeboard.org/information-candidates-bulletin>.

## Equivalency

A list of available CLEP® examinations and the ASU course equivalents can be found in the [ASU General Catalog](#). A link to archived catalogs can also be found on this page.

For further information, please consult the appropriate academic department. For information about language proficiency exams and foreign language placement, please refer to information provided by the [School of International Letters & Cultures](#).

## Restrictions

CLEP® credit is not given at ASU when any of the following situations apply:

1. It duplicates credit previously earned by the student at the university or accepted by the university for courses completed elsewhere.
2. It is more elementary than a course in the same field in which the student has already received credit.
3. An ASU student has already earned more than 60 semester hours of comprehensive credit (proficiency exams).

## Registration

You must first register with CLEP and pay the non-refundable exam fee of \$80 through their [My Account](#) portal. You will be issued a voucher ID; this voucher ID will be valid for six (6) months from the date of purchase. This voucher ID only covers the cost of your exam. To reserve a seat in our testing center and schedule a specific date and time for your exam, you must register and pay your non-refundable and non-transferable, \$35 administrative fee on our [registration site](#). You must bring your voucher ID to your test session. If you do not have your voucher ID we will not be able to allow you to test.

Please note, CLEP® exams for which you select an optional essay will require an additional \$10.00 fee payable to CLEP® in the form of a check or money order on your exam day. These optional essays must be ordered in advance, so please call our office at 480.965.7146 to request the optional essay before scheduling your exam.

 [Register Online](#)

## Reschedule

In order to reschedule your test, you must re-register for another available date and your voucher ID must not be expired. Also you must pay a new \$35.00 registration fee to Arizona State University as required in the Registration section above. This registration fee is not refundable or transferable.

# Time

All exams except the College Composition with Essay are 90 minutes long, but examinees should allow 2 hours for the total appointment time. The College Composition with Essay exam is 2 hours in length. Examinees should allow 2.5 hours for the total appointment time.

## CLEP® for DANTES

As a fully funded test center, eligible military test takers will not have to pay the exam fee and the administrative fee. You must clearly specify your military status when purchasing an exam in [My Account](#) in order to receive DANTES funding. The [DANTES Eligibility Chart](#) provides information about who can benefit from DANTES funding. CLEP exams for civil service employees, inactive guard or reserve personnel, and spouses and dependents not listed on the chart are not funded through DANTES. To schedule your exam in our office, please call us at 480-965-7146. Do not register online as this process will not waive your administrative fee.

## Retake

**You must wait three months before retaking the same CLEP® test.**

## Admission

Examinees must preregister **at least 24 hours before their desired exam date**. Walk-ins on the day of the exam are not permitted. YOU MUST CHECK IN AT LEAST 15 MINUTES BEFORE TEST TIME TO BE ADMITTED. Test entrance requires a Ticket ID number from the College Board CLEP Exam Registration and a valid, unexpired ID from the list below. The name on your ID must match the name on your ticket. Your ID must be a government-issued ID that **includes your name, signature, and a recent recognizable photograph**. Acceptable forms of identification include:

- Current driver's license
- Current state or federal ID card
- Current passport
- Tribal ID card
- Naturalization card or certificate of citizenship
- Permanent Resident Card (green card)

DANTES-funded CLEP® military examinees must present a current military photo identification card AND a second form of government-issued photo ID with name and signature. The military ID (Common Access Card) must indicate that you are a member of the "Armed Forces of the United States." Retired service members are not eligible for DANTES-funded CLEP® testing.

- For Authorized Reserve component spouses that receive DANTES-funded testing, your ID must indicate "United States Uniformed Services."
- If you are a government-funded civilian who is an employee performing military functions, you must present your "Uniformed Services Geneva Conventions Common Access Card."

## Scores

Immediately after completion of your exam, you will receive your official score report for all exams except College Composition with Essay. You should allow at least 3 weeks for your results from the College Composition with Essay exam. Official results are mailed from CLEP® directly to the institution you indicate in your CLEP My Account registration portal. There is a \$20.00 fee for each additional transcript.

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