

FAQ: CLEP

What do I need before I can register to take a CLEP exam?

1. A credit/debit card to pay the CLEP registration fee
2. Access to a computer to create a CLEP testing account
3. Access to a printer to print the CLEP Registration Ticket
4. A \$15 administration fee will be payable to SCCC directly before testing appointment

How do I schedule a CLEP exam?

Before you can schedule an appointment to test, create a testing account and print a registration ticket on the CLEP website:

<https://cleportal.collegeboard.org/myaccount>

Select SCCC as your preferred test site. After you have the ticket, contact Melissa Hilditch to schedule:

Melissa Hilditch, Testing Center Facilitator
(620) 417-1042
melissa.hilditch@sccc.edu
Hobble Academic Building, A103

How much does a CLEP exam cost?

Students will pay two fees before they may take a CLEP exam.

1. CLEP will charge an exam fee of \$80 when students register to test from the CLEP account profile prior to July 1st. CLEP will charge an exam fee of \$90 when students register after July 1st. Students must register to test before an appointment can be scheduled in the testing center.
2. SCCC charges an administration fee of \$15 payable to the cashier at the beginning of testing appointment

Which CLEP exams are accepted at SCCC?

- American Literature

- Analyzing and Interpreting Literature
- College Composition
- English Literature
- Spanish Language- 2 Semesters
- French Language – 2 Semesters
- German Language – 2 Semesters
- American Government
- History 1 and 2
- Human Growth and Development
- Introductory Psychology
- Introductory Sociology
- Macroeconomics
- Microeconomics
- Western Civilization 1 and 2
- Biology
- College Algebra
- Financial Accounting
- Intro to Business Law
- Information Systems and Computer Applications
- Principles of Management
- Principles of Marketing

What score do I need to be awarded credit for my CLEP exam?

1. Generally, a score of 50 or above is necessary to be awarded Credit by Examination (CBE).
2. For the Spanish Language Exam, a score of 50 or above will award credit for Spanish I only
3. For the Spanish Language Exam, a score of 63 or above will award credit for both Spanish I&2
4. For all other multi-course exams and other exceptions, go to:
 1. https://clep.collegeboard.org/college-credit/seward-countycommunitycollege?destination=/search/colleges/us%3Fsearch_type%3D0

How do I order transcripts from CLEP?

The CLEP Transcript Order Form is available on the website www.collegeboard.org/clep . If students already had designated score recipients using their CLEP testing accounts prior to

purchasing and taking the CLEP exam, a transcript will automatically be mailed to the selected score recipients. For more information, students can contact the testing center or call CLEP Transcript Request Service at (800) 257-9558.

Will SCCC automatically receive my scores?

No, SCCC will not automatically receive scores for any student. If students would like SCCC to receive scores as soon as possible after testing, students needed to have designated Seward County Community College as a score recipient during the process of ordering their CLEP tests. Students will be prompted to identify score recipients during the process of signing into their testing accounts and ordering their CLEP exams. If students selected SCCC as a score recipient during that ordering process, SCCC will receive their scores with no further action required from the student.

What do I need to do if I didn't select SCCC as a score recipient, but I want them to receive my scores?

If students had not designated Seward County Community College as a score recipient when they were prompted to do so during testing account creation/ordering a CLEP exam, students may submit an official transcript request to CLEP after completing the test. CLEP will assess a processing fee for each transcript requested by students after their testing is completed.

How do I study for my CLEP exam?

Study guides can be purchased directly from the College Board website.

1. Go to: <https://clep.collegeboard.org/exam>
2. Click on the exam you would like to take for details, free sample questions, and the option to buy study guides

What do I need to bring to the testing center for my CLEP exam?

1. A current (non-expired) driver's license, passport, or College Board ID
2. Your CLEP Exam Registration Ticket - tickets generally expire within 6 months of purchase, expiration date is on the ticket itself

Students who don't have the correct form of ID and a non-expired exam ticket won't be admitted to test!

Can I get a refund for my unused CLEP ticket?

The testing center cannot issue refunds for tickets under any circumstance. Call CLEP at (800) 257-9558 to inquire about refunds.