INDIANA WESLEYAN UNIVERSITY

Center for Student Success

CLEP Test Information

Approval
- Email the Registration & Academic Services office (**ras@indwes.edu**) for approval of test

Scheduling
- Create account: **clep.collegeboard.org/register/exam,** pay for exam online **($85.00** fee), print out exam ticket
- Take RAS approval form and exam ticket to CSS: pay **$25.00** registration fee, set up exam day and time
- Tests are offered: Mon., Wed., Fri. at 11:30am and 2pm; Tues. and Thurs. 9am and 2pm
- You are only allowed to take 3 different CLEP tests per month
- **Center for Student Success will not give a Chapel or class excuse for testing**

Test Day
- Arrive 5 minutes before test time:
  - ➢ Show photo ID
  - ➢ Sign CLEP Rules sheet
  - ➢ Tests are timed and are 90-minutes in length

Rescheduling Test Date
- If you need to reschedule, it must be done *prior to 48 hours of test time.* You may reschedule one time with no additional charge; after that, there will be another $25.00 registration fee.

Scores
- A score of 50 or higher is passing. You will receive an unofficial Score Report sheet when you finish the exam. After three weeks, you will receive notification from IWU RAS Office of your official score.
- If you have a passing score, take the RAS Payment Form to Student Account Services and pay **$25.00** per credit hour to apply CLEP credits to your transcript.

Retests
- If you do not pass the test, you must wait 3 months to retake this test. If you retake a test, there is another **$110.00** fee.

For study tips and general information:

- CLEP Study Guides in IWU Jackson Library can be checked out

- Test samples of each exam: **clep.collegeboard.org/test-samples**