FAQ: CLEP at SCCC

What do I need before I can register to take a CLEP exam?
- A credit/debit card to pay the CLEP registration fee online (or a voucher or coupon).
- Access to a computer to create a CLEP testing account.
- Access to a printer to print the CLEP Registration Ticket.

How do I schedule a CLEP exam?
- Create an account to select & pay for your exam & print a registration ticket on the CLEP website: https://clep.collegeboard.org/.
- Make sure to select "test site" (not "remote") as to where you want to take the test.
- Make sure you select "Seward County Community College" as to where you want your official transcript to go. If you so desire/require, you may choose for your transcript to go to another school or to more than one school. If you choose more than one school CLEP will charge extra fee(s) for any more than one. If you choose to have your transcript sent to another school, make sure to contact that school to verify that they will accept CLEP scores for college credit. Some schools only accept certain CLEP exams for college credit, some don't accept any.
- Contact the **SCCC Testing Center** [(620) 417-1042 or leanne.nay@sccc.edu] or contact whichever other preferred test site to schedule an appointment for your CLEP exam to be proctored. CLEP exams are timed and generally allow around 2 hours for completion.

How much does a CLEP exam cost?
- CLEP will charge an exam fee when you register for your exam at their website (https://clep.collegeboard.org/) and you must pay that before a CLEP Registration Ticket will be issued. Currently, the average CLEP exam fee is $89 per exam (plus any applicable tax/fees, depending on where you live).
- SCCC charges a $15 sitting fee, payable right before your appointment time at the SCCC Cashier. If you choose to test at a different site, you will have to ask what their sitting fee is when you call to schedule an appointment there.

What do I need to bring to the testing center for my CLEP exam?
1. A current (non-expired) US government/state-issued photo ID (such as a driver's license, military ID or passport).
2. Your CLEP Exam Registration Ticket.
3. Your $15 SCCC CLEP Sitting Fee Receipt

Students who can't present all 3 of these to the proctor at their appointment will not be allowed to test until they do so and may have to reschedule for another appointment time.

Which CLEP exams are accepted at SCCC?

- o **American Literature**
- o **Analyzing and Interpreting Literature**
- o **College English Composition**
- o **English Literature**
- o **Spanish Language - 2 Semesters**
- o **French Language – 2 Semesters**
- o **German Language – 2 Semesters**
- o **American Government**
- o **History 1**
- o **History 2**
- o **Human Growth & Development**
- o **Introductory Psychology**

- o **Introductory Sociology**
- o **Macroeconomics**
- o **Microeconomics**
- o **Western Civilization 1**
- o **Western Civilization 2**
- o **Biology**
- o **College Algebra**
- o **Financial Accounting**
- o **Intro to Business Law**
- o **Information Systems & Computer Applications**
- o **Principles of Management**
- o **Principles of Marketing**

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

- * Generally, a score of 50 or above is necessary to be awarded Credit by Examination (CBE).
- * For a World Language Exam (Spanish, French, German):
    - a score of 50 or above will award credit for Level 1 only (first semester only)
    - a score of 63 or above will award credit for both Levels 1 & 2 (both first & second semesters)

Will SCCC automatically receive my score? How do I order transcripts from CLEP?

SCCC will not automatically receive scores/official transcripts for any student. Students must select **Seward County Community College** as a score recipient during the process of ordering their CLEP test(s)/registration tickets. If student did select SCCC as a score recipient during the ordering process, SCCC will receive their scores with no further action required from the student. If students didn't select Seward County Community College as a score recipient when prompted to do so, a student may submit an official transcript request after completing the test at CLEP website (https://clep.collegeboard.org/). CLEP may 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 (https://clep.collegeboard.org/). Click on the exam you would like to take for details and free sample questions.

Can I get a refund for my unused CLEP ticket?

SCCC (or any CLEP test site) cannot issue refunds for unused tickets under any circumstance. Students must contact CLEP (https://clep.collegeboard.org/) to inquire about refunds for an unused Registration Ticket. CLEP registration tickets are generally valid for use within 180 days (6 months) of original purchase date. The ticket expiration date will be printed on the ticket.