## PROCEDURE FOR APPLYING TO TAKE COLLEGE LEVEL EXAMINATION PROGRAM (CLEP):

1. Obtain a request to take Credit by Examination from the Office of Academic Services and Registrar or Testing Center .

2. Confer with academic advisor about the CLEP test(s) you want to take

3. Complete a request to take Credit by Examination and have it signed by advisor and departmental chairperson.

4. Take signed form to the Office of Academic Services and Registrar for approval.

5. Take copy of approved request and obtain an application and registration form for the CLEP in the Testing Center. Be sure to place the Albany State University code, 5004, in the space where scores are to be sent.

NOTE: Allow four to six weeks after test(s) for results to be processed. You should receive an evaluation sheet indicating whether you have passed the test(s). If you have not received CLEP evaluation in 14 days after you receive your results, please contact the Office of Academic Services and Registrar. Credit by Examination is available to all students who wish to validate knowledge for which they have acquired college level proficiency through independent study or other life experiences and to students who were not granted transfer credit for course work completed elsewhere. The following is a list of the courses approved for CLEP credit:

**54**

**Course Prefix Course No. Credit Hours CLEP Test**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| BIOL\* | 1111K | Introduction to Biological Sci | 4 | General Biology |
| BIOL\* | 1112K | Introduction to Biological Sci | 4 | General Biology |
| CHEM | 1211K | General Chemistry I | 4 | General Chemistry |
| CHEM | 1212K | General Chemistry II | 4 | General Chemistry |
| CSCI | 1101 | Introduction to Computers | 3 | Computers and Data Processing |
| ECON | 2105 | Principles of Macroeconomics | 3 | Introductory Macroeconomics |
| ECON | 2106 | Principles of Microeconomics | 3 | Introductory Microeconomics |
| EDUC | 2205 | Human Growth & Development | 3 | Human Growth & Development |
| EDUC | 3306 | Education Psychology | 3 | Educational Psychology |
| ENGL | 1101 | English Composition I | 3 | College Composition I |
| ENGL | 1102 | English Composition II | 3 | Freshman English |
| ENGL | 2111 | World Literature I | 3 | Analysis & Interpretation of Lit. |
| ENGL | 2112 | World Literature II | 3 | Analysis & Interpretation of Lit. |
| ENGL | 2131 | American Literature I | 3 | American Literature |
| ENGL | 2132 | American Literature II | 3 | American Literature |
| ENGL | 2298 | English Literature | 3 | English Literature |
| HIST | 1111 | Survey of World History I | 3 | Western Civilization |
| HIST | 1112 | Survey of World History II | 3 | Western Civilization |
| HIST | 2111 | Survey of American History I | 3 | American History |
| HIST | 2112 | Survey of American History II | 3 | American History |
| FREN | 1101 | Elementary French | 3 | College French |
| FREN | 1102 | Elementary French | 3 | College French |
| FREN | 1103 | Elementary French | 3 | College French |
| GRMN | 1121 | Elementary German | 3 | College German |
| GRMN | 1122 | Elementary German | 3 | College German |
| GRMN | 1123 | Elementary German | 3 | College German |
| SPAN | 1131 | Elementary Spanish | 3 | College Spanish |
| SPAN | 1132 | Elementary Spanish | 3 | College Spanish |
| SPAN | 1133 | Elementary Spanish | 3 | College Spanish |
| BISE | 2010 | Fund of Computer Applications | 3 | Computer and Data Processing |
| MGMT | 3105 | Legal Environment of Business | 3 | Introductory Business Law |
| MGMT | 4110 | Organizational Behavior | 3 | Introduction to Management |
| MKTG | 3120 | Principles of Marketing | 3 | Principles of Marketing |
| MATH | 1111 | College Algebra | 3 | College Algebra/Trigonometry |
| MATH | 1113 | Pre-calculus w/Trigonometry | 3 | Trigonometry |
| MATH\*\* | 1211 | Calculus I | 4 | Calculus w/Elementary Function |
| MATH\*\* | 2211 | Calculus II | 4 | Calculus w/Elementary Function |
| POLS\*\*\* | 1101 | U.S. & Georgia Government | 3 | American Government |
| PSYC | 1101 | General Psychology | 3 | General Psychology |
| SOCI | 2011 | Principles of Sociology | 3 | Introductory Sociology |

Credit will be awarded based on the minimum scale score recommended for passing by the American Council on Education.

\*Approved for non science majors.

\*\*If a student has passed MATH 1211 or 2211 and takes this test, he will only receive four credit hours.

\*\*\*Student must also pass the U.S. and GA History and Constitution Examination.