



Frequently Asked Questions

University Testing Center
College Level Examination Program (CLEP)

Which CLEP Exams does the University Testing Center offer?

The University Testing Center offers 34 CLEP examinations. Before you register for a CLEP exam, it is your responsibility to check with your academic advisor at your current institution to make sure the CLEP examination you wish to take is appropriate for your needs.

UCF students, please note: The University of Central Florida does not award credit for all of the CLEP exams that are provided by the University Testing Center. Test credit is applied according to the published policy at the time the credit is received and posted by the university. For updated information, please visit: <http://www.registrar.ucf.edu/testcredit.html>

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| *Algebra, College | *Financial Accounting | *Mathematics, College |
| *American Government | *French Language | *Microeconomics, Principles of |
| *American Literature | *Freshman College Composition | *Natural Sciences |
| *Analyzing and Interpreting Literature | *German Language | *Precalculus |
| *Biology | *History of the United States I | *Psychology, Introductory |
| *Business Law, Introductory | *History of the United States II | *Social Sciences and History |
| *Calculus | *Human Growth and Development | *Sociology, Introductory |
| *Chemistry | *Humanities | *Spanish Language |
| *Educational Psychology, Introduction to | *Info. Systems/Computer Applications | *Western Civilization I |
| *English Composition | *Macroeconomics, Principles of | *Western Civilization II |
| *English Composition with Essay | *Management, Principles of | |
| *English Literature | *Marketing, Principles of | |

How many questions are on each exam? What is the time limit?

The number of questions varies based on each exam. Each CLEP exam has a maximum test time of 90 minutes. To find out more about specific CLEP exams, please visit the official CLEP website at: www.collegeboard.com/clep

When is CLEP offered?

The CLEP exam is offered five (5) days a week (Monday through Friday) by appointment only. It is also offered one Saturday per month. There is no stand-by or walk-in testing available.

What are the office hours of the University Testing Center?

The office hours for information and registration are Monday and Thursday from 8:00 a.m. to 8:00 p.m., Tuesday, Wednesday, and Friday from 8:00 a.m. to 5:00 p.m., and one Saturday per month.

How much does a CLEP exam cost?

The total cost of each CLEP exam is \$85. For each exam, two separate payments are required. A registration fee of \$20 must accompany the registration form in order to schedule an appointment. A \$65 payment, in the form of check, money order, or credit card is due on the day of the exam.

****Effective July 1st, 2008 the CLEP fee will increase to \$90.00. The registration fee will remain \$20.00, and fee on the day of the exam will increase to \$70.00.***

What is the cancellation and reschedule policy?

Updated 04/01/2008

All tests **must** be scheduled and completed within 30 days of receipt of your payment. You are allowed one reschedule. If you fail to arrive at the test site, or arrive to be seated 15 minutes later than your scheduled test time, you **will not** receive a refund. To reschedule a test, you must call at least 24 hours before your appointment time. If you reschedule within 24 hours of your scheduled exam, you will forfeit your testing fee. If you cancel or miss your appointment, you **will not** receive a refund. **There are no exceptions.**

How can I study for a CLEP exam?

The University Testing Center does not endorse or support any of the below resources. They are listed for consideration only.

1. The CLEP Study Guide is available for purchase through CLEP at www.collegeboard.com/clep. The Guide has a chapter for each of the CLEP tests, with descriptions, knowledge and skills required, outlines of topics covered and sample questions. Study guides for individual tests can also be purchased.
2. Most major bookstores have an Education Section that carries a number of study guides for various CLEP tests. Among these are Peterson's and the Princeton Review. These and others may also be found in local libraries. Printed guides can be located at www.Amazon.com or other online book sellers.

How do I register to take the CLEP?

You can mail in your registration form with the registration fee or stop by the University Testing Center, located in Howard Phillips Hall, Room 106. The registration form is available online at www.testing.sdes.ucf.edu/clep.html.

Mail to: University of Central Florida
University Testing Center
P.O. Box 163117
Orlando, Florida 32816-3117
Attention: CLEP Registration

What must I bring on test day?

You will **NOT** be admitted unless you have two forms of identification. The primary form must be a government-issued photo ID (driver's license, passport, or state ID). Student/college IDs are acceptable only as a secondary ID. You must also bring your \$65 payment in the form of a check, money order, or credit card. ****Effective July 1, 2008 the \$65.00 payment will increase to \$70.00.***

Can I bring calculators, dictionaries, or other test aids?

You **CANNOT** bring calculators (including calculator watches), reference books, rulers, compasses, etc. on the test day. Scratch paper and pencils will be provided for all exams. If your exam requires a calculator, the testing software will provide it on your computer screen.

How soon will I get my score?

The unofficial score will be available to you as soon as the exam is finished. Your official score report will be released to both you and your designated school within 4-6 weeks. If UCF is your designated school, please allow 4-6 weeks (from your test date) for your score to update.

How often can I take a CLEP exam?

The retest policy requires a 6 month waiting period. You may not retake the same CLEP exam sooner than 6 months.

Who do I call if I have any additional questions?

Call (407) 823-5109 or visit our web site at www.testing.sdes.ucf.edu.

University Testing Center
Student Success Center
Student Development and Enrollment Services