

## FAQ's about CLEP

### **Q. Who is the CLEP contact person at HACC Lancaster?**

A. Amy Carr - Phone: 358-2878 or email: [lanctestcenter@hacc.edu](mailto:lanctestcenter@hacc.edu)

### **Q. How much does it cost to take a CLEP exam?**

A. There are (2) fees: a \$20 test reservation fee, and the \$87 the CLEP fee.

- The \$20 CLEP Test registration fee and form must be submitted to the Testing Center at least 24 hours in advance of the exam date. The Testing Center Staff will provide you with a Testing Fee Form to pay your \$20 HACC Proctoring fee in the Welcome Center. Then the student will bring their form and receipt back to the Testing Office to schedule their appointments.
- Prior to the exam date, students will need to pay the \$87 CLEP fee. Students will go to <http://clep.collegeboard.org>, create account (top right), find the CLEP exam that you want to take, add to the shopping cart, and then click register and checkout. On the date of the exam the student must bring the printed voucher along to their appointment.

### **Q. What do students need to bring with them on the day of the exam?**

A. A Government issued ID and the CLEP voucher of \$87.

### **Q. Do students need to be currently enrolled at HACC to take a CLEP exams?**

A. Yes. As of August 1, 2011, we are a "Limited" CLEP Center. Our Test Center will only administer CLEP exams to currently enrolled students in classes at HACC.

### **Q. What if the student changes his or her mind and decides not to take the exam after submitting the \$20 fee?**

A. This fee is non-refundable.

### **Q. What if the student cancels but wants to schedule at a later date?**

A. The student must schedule the next exam within 30 days of the original test date by contacting the Testing Center. If postponing an exam beyond the 30 day grace period, students will be required to pay the \$20 fee again.

### **Q. Are fees waived for active military personnel?**

A. Only if they are a currently enrolled in classes at HACC, and have an ACTIVE (not expired or a spouses id) military ID.

**Q. When do students receive their scores?**

A. With the exception of the English Composition with Essay exam, unofficial score reports will be received on the day of the exam. CLEP sends out transcripts within 7 – 10 business days to the university selected as a score recipient by the student.

**Q. If a HACC student is transferring to a 4-year institution, where should he or she submit the CLEP credits?**

A. HACC cannot transfer CLEP credits. Students should contact the 4 year institution to see whether CLEP credits will be accepted into their program.

**Q. What if students fail the CLEP exam; how soon can they try again?**

A. They must wait 3 months to take the same exam again.

**Q. Are the College Board's recommended passing scores the same for all institutions?**

A. No. Most colleges follow CLEP guidelines, but they may choose a higher passing score. Students should check with their college if they want to know the passing score requirement.