

College-Level Examination Program (CLEP)

If you are considering taking a CLEP or Departmental examination-for-credit, please read the policies also posted for CLEP.

Registration & Fees

Step 1. Purchase your CLEP voucher at <https://clep.collegeboard.org>. CLEP requires an \$87 fee for each voucher, which must be purchased online prior to coming in to test. Scroll to the bottom of this information to see the CLEP exams approved for class credit at Texas State University.

Be sure your CLEP registration matches your name on the photo ID you will use when you take the exam. If the student is a minor and unable to provide a primary government-issued ID, then the College Board ID Form is to be the primary ID.

The College Board ID Form is available online at <https://secure-media.collegeboard.org/digitalServices/pdf/clep/clep-student-id-form.pdf> or you can contact CLEP Services at (800) 257-9558, (609) 771-7865, or clep@info.collegeboard.org. for information on obtaining the College Board ID Form.

Step 2. Make your testing appointment with Texas State University Round Rock Testing Center by calling 512-716-4020 or emailing rrc-testing@txstate.edu.

Step 3. Pay your Texas State administration fee. Texas State University requires a proctoring fee for CLEP testing of \$40. You may pay online for proctoring at the Round Rock Campus at: https://secure.touchnet.com/C24322_ustores/web/store_main.jsp?STOREID=301&SINGLESTORE=true

The Testing Center may refund payments for up to one week. Please do not pay more than a few days ahead, in case you must cancel your appointment.

Step 4. On the test day, you must bring your printed voucher from College Board. An image on your cell phone is not acceptable. You also must bring your administration fee receipt, and a government-issued ID, which may include:

- Current passport with name, photograph, and signature
- Valid driver's license with name, photograph, and signature
- State or Province ID issued by the motor vehicle agency with name, photograph, and signature
- Military ID
- National ID with name, photograph, and signature
- A tribal ID card
- A naturalization card or certificate of citizenship

Please visit the Exam Day Info page of the CLEP website for more information at <http://clep.collegeboard.org/exam-day-info>.

Prohibited Items During CLEP Exams

The following items are not allowed during CLEP exams, unless an approved exception has been specified by CLEP services at (800) 257-9558 or (609) 771-7865.

- Calculators (a calculator function is built into the software for those tests that require calculator use)
- Listening devices including, but not limited to cellular phones/pagers, beepers, walkie talkies, PDAs, or wireless communication devices (e.g., smartphone, tablet, mp3 player)
- Any device capable of recording audio, photographic, or video content, or capable of viewing or playing back content, through such means as digital cameras or video cameras
- Food, beverages, or tobacco products
- Hats (unless worn as a religious requirement); hooded sweatshirts or sweaters
- Calculator watches
- Digital watches (wrist or pocket), alarm watches, or wristwatch cameras
- Dictionaries, books, pamphlets, reference materials
- Papers of any kind (except for authorized scratch paper provided by the center).
- Slide rules, protractors, compasses, rulers
- Highlighter pens and/or colored pens and pencils; mechanical pencils or any pens
- Copying devices; flash/thumb drives or any other portable electronic storage device
- Transmission or receiving devices
- Nonmedical electronic devices (laptop computers, digital assistants)
- Candidate-provided keyboards
- Any other unauthorized testing aids
- Weapons or firearms
- Backpacks, fanny packs, briefcases, bags, purses, wallets, outdoor wear, and any other personal items should be locked in a locker.

Permitted Items

- Personal identification, including photo ID
- Official CLEP scratch paper provided by the Testing Center
- Non-mechanical pencils provided by the Testing Center

- Headphones (foreign language exams only) provided by the Testing Center

Accommodations for Students with Disabilities

CLEP requires documentation of a disability in order to provide an administration with testing accommodations. Texas State students with disabilities who may require accommodations must contact the Office of Disability Services (512.245.3451) prior to taking the test. Verification of disability will be required.

Examinees who require accommodations for the CLEP exam must contact the Testing Center at Texas State University Round Rock at least two weeks prior to the desired exam date.

Awarding Credit for CLEP

Current and future Texas State students should refer to the list of exams approved for course credit at Texas State University.

Please see the [Department of Occupational, Workforce, & Leadership Studies](#) for CLEP exams they accept.

If you have taken CLEP exams at another site and wish to have the scores reported to Texas State University, the score recipient code is 6667.

The following CLEP exams are approved for course credit at Texas State. For additional information about CLEP, visit: <http://www.collegeboard.com/clep>.

SUBJECT	COURSE CREDIT	CLEP TEST	HRS OF CREDIT	PASSING SCORE
Accounting	ACC 2361	Financial Accounting	3	50
	ACC 2361, 2362	Principles of Accounting ¹	6	50
Biology	BIO 1320	Biology	3	50
Chemistry	CHEM 1341, 1141	Chemistry	4	50
	(CHEM 1342, 1142)		(8)	(55)
Economics	ECO 2314	Prin of Microeconomics	3	60
	ECO 2315	Prin of Macroeconomics	3	59
English	ENG 1310, 1320	College Composition ³	6	50
<u>History</u>	HIST 1310 HIST 1320 HIST 2310 HIST 2320	History of the US I: Early Colonization to 1877 ⁴	3	50
		History of the US II: 1865 to the Present ⁴	3	50
		Western Civilization I: Ancient Near East to 1648 ⁴	3	50
		Western Civilization II: 1648 to the Present ⁴	3	50
Management	MGT 3303	Principles of Management	3	50
Marketing	MKT 3343	Principles of Marketing	3	50
Math	MATH 1315	College Algebra	3	50
	MATH 1317	Trigonometry ¹	3	50
	MATH 2417	Precalculus	4	50
	MATH 2471	Calculus	4	50
<u>Political Science</u>	POSI 2310	American Government ²	3	50

Psychology	PSY 1300	Intro Psychology	3	50
	PSY 3300	Human Growth & Development	3	50
Sociology	SOCI 1310	Intro Sociology	3	50

1 This exam is no longer available.

2 Additional departmental [essay exam](#) required for credit.

3 Score may take up to 5 weeks

4 To earn credit-by-exam for [HIST 1310](#) , [HIST 1320](#) (US History I & II), [HIST 2310](#) , [HIST 2320](#) (Western Civilization I & II), a Texas State University student must: Pass the relevant CLEP exam meeting the minimum scores posted above, and then complete the relevant essays to be scored by the Texas State History Department.

Additionally, for credit to be earned in the fall semester, both portions must be completed no later than November 15. Any essays submitted after November 15 but before the beginning of the spring semester will not be scored until the spring semester.

For credit to be earned for spring semester, both portions must be completed by April 15. Any essays submitted after April 15 but before the onset of the summer semester will be scored during the summer session.

For credit to be awarded for summer session, the essay portion must be completed by July 15. Any essays submitted after July 15 but before the fall semester will be graded during the fall semester.

Foreign Language CLEP Exams

Effective August 10, 2010

Texas State University will recognize superior scores for CLEP exams in French, German, and Spanish language by awarding not only credit, but also letter grades of A or B according to the **Credit And Grade Awarding Table**, which also is posted with the CLEP information.

Letter grades for these CLEP exams will be optional. Students may choose to accept a “CR” (credit only) instead of a letter grade.

Special Notice Regarding CLEP History Exams

The faculty who grade the CLEP essays expect the same level of comprehension, analysis and writing skill that they expect of students taking a final exam for the course in question.

They expect *analytical* essays with *cogent arguments* providing thorough answers to the questions asked, **not** lists of facts, names, dates, or simple descriptions of events. It is very unlikely that a thorough understanding of the material may be acquired from Wikipedia. Interested candidates are encouraged to conduct a significant amount of self-directed study from *multiple academic sources* before attempting this exam.