

CPCC

CLEP Registration Steps

1. Visit The College Board's website at www.collegeboard.com to see if CLEP is right for you.
2. Contact your school to find out what CLEP exams they accept, as well as how well you need to score in order to receive credit for the exams. Please visit www.cpcc.edu/testing_assessment for CPCC's CLEP Policy.
3. Complete online CLEP registration form (www.cpcc.edu/testing_assessment).
4. After online CLEP registration form has been submitted, you will see your appointment confirmation. Please print for your records.
5. On the day of your test appointment, please bring only 1) 2 forms of identification* (primary ID must contain photo *and* signature, secondary ID must contain either photo or signature), 2) CPCC's \$20 administration fee**, and 3) CLEP's \$70 test fee***.

*Acceptable forms of primary identification include:

- A current driver's license
- A current state or federal ID card
- A current passport
- A tribal ID card
- A naturalization card or certificate of citizenship

Acceptable forms of secondary identification include:

- A current employee ID
- A current student ID
- A Social Security card
- A military ID
- An unused ID from the primary choices above

**Visit the Testing Center prior to paying the administration fee. Please make \$20 administration fee payable to CPCC. Bring receipt to your testing appointment. The Cashier's Office is located directly across the hall from the Testing Center. If your exam is scheduled for Monday @ 5pm, please plan to arrive early as the Cashier's Office closes at 5pm.

***CLEP's \$70 test fee is paid in the Testing & Assessment Center on the day of your exam. CLEP will accept personal check (made payable to CLEP), credit card, or money order. **CLEP will NOT accept cash.**