

Questions & Answers

How do I register for CLEP exams?

- ✓ Complete the *Clep Registration-Admission Form* and submit it to one of the following offices *at least 2 weeks prior to the test date*:

Adult Learner Center
 Campbell Hall, lobby – Rm. CH200
 York College of Pennsylvania
 York, PA 17405-7199

OR

Registrar's Office
 CLEP Registration
 York College of Pennsylvania
 York, PA 17405-7199

- ✓ For information and a registration booklet, you may email lpowell@vep.edu or contact:

Adult Learner Center, 717-815-1208
 M–Th, 6–9 p.m.; Sat, 8:30–11 a.m. (Fall &
 Spring when classes are in session.)
 M–Th, 6–9 p.m. (Summer I & II)

OR

Registrar's Office, 717-815-1229
 M–F, 8:30 a.m.–5 p.m. (Fall & Spring)
 M–Th, 8 a.m.–5 p.m.; F, 8–11:30 a.m. (Summer)

What are the test dates & times?

- ✓ CLEP tests are scheduled at York College according to the dates listed below:

6/9/07	7/23/07 @ 6 p.m.	9/4/07 @ 6 p.m.	10/20/07	12/18/07 @ 6 p.m.
6/18/07 @ 6 p.m.	8/18/07	9/29/07	11/3/07	12/22/07
7/21/07	8/21/07 @ 6 p.m.	10/1/07 @ 6 p.m.	11/27/07 @ 6 p.m.	

- ✓ Saturday test times are 9:00 a.m. and 11:45 a.m. A 2:30 p.m. test time may be scheduled if both morning sessions are full.

What are the fees and other costs for CLEP exams?

- ✓ The fee for *each* CLEP exam is \$65. You may register for a maximum of two exams per test date.
- ✓ You may pay the *Exam Fee* by credit card, check, or money order. Please include a *separate* check or money order for *each* exam you are taking, made payable to *College-Level Examination Program*.
- ✓ *If you are paying the Exam Fee by credit card, you may make payment online when you arrive at the test center to take your exam.*
- ✓ York College also requires a *separate* nonrefundable *Service Fee* of \$15 per test date (check or money order *only*, made payable to *York College of Pennsylvania*).

If you are paying the Exam Fee and/or the Service Fee by check or money order, all fees MUST be submitted with the registration form. If you are paying the Exam Fee by credit card, you may make payment online when you arrive at the test center to take your exam.

Where will the tests be given?

CLEP exams are given on the York College campus in Campbell Hall, Room CH206. (Signs will be posted inside the building.) **What else do I need to know?**

The lower portion of the *Clep Registration-Admission Form* will be returned to you by York College after your registration has been processed. Information will be included about where and when you should report and what you should bring with you on the day of the test. **NOTE:** Beginning with the Fall 2005 semester, York College will no longer accept Foreign Language CLEP credits for use in York College curriculums. We will still offer the exams for students from other colleges, but York College students will not be allowed to apply those credits toward their degrees.

ATTENTION York College Students: York College policy requires that the final 30 credits toward a student's degree must be taken in residence. Please be sure you are in compliance with this requirement *before* registering for a CLEP examination.

What if the College is closed due to inclement weather?

If the College is closed and classes are canceled due to inclement weather on the day of scheduled CLEP testing, the testing will be canceled for that date. Closings and cancellations are announced on local radio stations and the College homepage.