



### CLEP Registration Steps to test at PCC:

1. Visit the College Board website at [www.clep.collegeboard.org](http://www.clep.collegeboard.org) to see if CLEP is right for you.
2. Contact your school to find out what CLEP exams they accept, as well as the minimum scored needed to pass in order to receive credit. If you are a PCC student, please review the list of tests PCC awards credit for. *NOTE: CLEP credit acceptance policies vary from institution to institution.*
3. Talk with your advisor to make sure that the CLEP credit will work for you. If you are transferring to another institution, verify that institutions CLEP policy, since each institution sets its own policy.
4. Contact PCC Placement Testing to set an appointment for your CLEP test.
5. Pay your CLEP fee through the [My Account registration portal](#) at the College Board website. Print out your registration ticket and bring that with you to your testing appointment, you must present it in order to test.
6. Pay your test administration fee at the PCC Cashier's Office in the Goess Student Center. Save your receipt, you must present it in order to test.
7. Failure to present appropriate ID, your registration ticket or your receipt will cause you to forfeit your test appointment.

\*Acceptable forms of identification include:

#### Primary:

- Current driver's license
- Current state or federal ID card
- Current passport
- Military identification

#### Secondary:

- School identification with photo and/or name
- Credit card
- Social security card