CLEP REGISTRATION FORM

www.trumbull.kent.edu/academic_services

1. Register and pay an $80 fee for an exam at the My Account Portal on CLEP website (http://clep.collegeboard.org/register/exam). This registration provides you with a payment receipt and a TICKET ID. Once you have your TICKET ID, you are ready to schedule your test date with us.

2. Call Academic Services at Trumbull campus (330)675-8802 to find the schedule, or download schedule from our website (http://www.trumbull.kent.edu/academics/academicservices/testing/index.cfm).

3. Complete the following information and return this CLEP Registration Form to Academic Services at the address above. Enclose the check or money order made out to KSU for the registration fee of $35.00 per test. The registration fee is non-refundable and non-transferable. You may register for two exams total per testing date; each test requires a $35.00 fee.

4. Registration confirmation will be sent to your email address or mail upon completion of your registration. If you are a KSU student, official university business will be sent to your KSU e-mail account.

5. Please bring two forms of signature-bearing identification to the examination. (Please refer to “Identification Required on Test Day” on our CLEP website.)

6. Capacity is limited and test dates are assigned on a first come, first served basis.

7. If you are repeating an exam, it must have been six months since your last attempt.

8. Please be aware that if you need to take the optional written essay portion of the exam, you must mail in your registration form at least one month in advance. The exams with optional essays include: American Literature, Analyzing and Interpreting Literature, English Literature, and The College Composition Modular. You must also send a $10 fee payable to CLEP with the registration form.

PLEASE PRINT CLEARLY

Name ____________________________ KSU student – Yes / No

E-Mail Address ____________________ Local Phone (____) ____________
(If you are KSU student, please use KSU email address.)

Local Address Street __________________________

City __________________________ State __________ Zip __________

CLEP Exam Title: __________________________

Test Dates (Please see test schedule) __________ at __________

Your TICKET ID _______________________ (See #1)

My signature indicates that I have consulted my Undergraduate Catalog and an Academic Advisor for information regarding the applicability of CLEP credit toward specific degree requirements. If I am a Kent State University student, I have read and understand the CLEP TESTING ELIGIBILITY REQUIREMENTS at http://career.kent.edu/home/testing/index.cfm.

Applicant's Signature __________________________ Date: __________

5/2014