UW Oshkosh Testing Services
CLEP Information

Completing the Registration Form

Fill in the information on the "UW Oshkosh CLEP Registration/Admission" form.

Items 1 through 14. Fill in appropriate information.

When we receive the form and the $20 non-refundable fee per exam, you will receive a confirmation notice via email (or standard mail if email not listed).

All CLEP exams are by appointment only!

Item 15. Special testing accommodations are available for examinees who meet requirements under the American Disabilities Act. Please call UW Oshkosh Testing Services at 920-424-1432 prior to registering to discuss these needs.

Item 16. Examinations accepted by UW Oshkosh are included. See the attached "Computer Based Test Score Levels" for credit and required score levels for UW Oshkosh. If you plan to apply CLEP credit(s) to an institution other than UW Oshkosh, you must inquire to that institution about it's CLEP acceptance policy.

Item 17. A three (3)-month CLEP retest waiting period is enforced. Check here if you are repeating an exam.

Item 18. The current testing fee is $100 per exam. One check payable to UW Oshkosh for $20.00 per exam must be submitted with the registration/admission form. The remaining fee of $80.00 per exam is payable on the day of the exam. You may pay this fee by credit card (preferred method of payment), check or money order payable to CLEP. If using a credit card, the credit card type, number, card holder's name and expiration date must be completed on the registration form.

> If you are taking an exam with an optional essay, there is an additional $12.00 fee payable to UW Oshkosh on the day of the exam. The three CLEP exams that have optional essays are: American Literature, Analyzing & Interpreting Literature, and English Literature.

Item 19. Indicate your preference for a test date.

Submitting the Registration Form

Send the completed registration form and the $20.00 fee per exam (check payable to UW Oshkosh) to:

UW Oshkosh
Testing Services – Polk 4
801 Elmwood Ave.
Oshkosh, WI 54901

Additional Credit-by-Examination Policies

1. Students are strongly encouraged to confer with an advisor prior to registering for any credit-by-examination program.
2. Examinees without valid identification (see Acceptable ID list below) will be denied admission to the testing room.
3. An examinee cannot take a credit-by-examination for which he/she has already enrolled and/or earned credit.
4. An examinee cannot enroll in a course for which he/she has already earned credit-by-examination.
5. Credit-by-examination is conferred as Pass or Fail. Only passing scores are forwarded to the Records Office for posting on the student transcript.
6. Acceptance of credit-by-examination by transfer institutions is at the discretion of that institution. Transfer credits for credit-by-examination at UW Oshkosh are accepted only if official test scores are available, and only if test scores meet UW Oshkosh minimum score requirements.
7. A three (3)-month credit-by-examination retest waiting period is enforced.

Location and Admission/Identification Requirements for Examination

Report to Polk Library, lower level - room 6. You must present two forms of current identification that matches the name given on the registration sheet to be admitted for an examination. The primary ID must be a government-issued photo ID and have candidate's name, signature and recognizable photograph. The secondary ID must have photo.

Acceptable Primary Identification:
- Driver's License
- State or Federal ID
- Passport

Acceptable Secondary Identification:
- Employee ID
- Student ID
- Credit Card w/photo
- Military ID
- A Second Primary ID

Score Reporting

You will receive your official candidate score report upon completion of your exam. If there is an essay portion to your exam, you will receive one combined score after the essay has been scored.

Students requesting that their scores be sent to UW Oshkosh should check with the Transfer Student Coordinator in the Admissions Office (920-424-0404) to make sure that passing scores get posted to their appropriate records.

Study Guides

To purchase a CLEP examination study guide, refer to the CLEP website for information at www.collegeboard.com/clep

Parking

CLEP testing is in the lower level of Polk Library. Reserved parking spaces are available in Lot 34 for clients of Testing Services. You can park across the street in Lot 34 and ask for a one-day parking permit from Testing Services, Room 6, on the day of your exam. A campus map and directions are available on our website at www.uwosh.edu/testing.

For More Information

Call UW Oshkosh Testing Services (920) 424-1432.