

CLEP REGISTRATION FORM FOR BARTON COMMUNITY TEST CENTER

BUILDING 211, FORT RILEY, KANSAS 66442

Turn in this form to the Fort Riley Tutor Center, Building 211 Room 206.

Please Print

First Name _____

Middle Initial _____

Last Name _____

Phone Number _____

E-Mail Address _____

Active Military _____

IF YES ANSWER THE FOLLOWING QUESTIONS. **IF NO: PROCTOR FEE \$25.00 ROOM211 BLDG 211**

Unit _____

Unit Commander _____ Phone number _____

When coming to test bring two forms of picture ID.

Contact the Fort Riley Tutor Center if you have any questions. 785 784-6606 ext 763

\$95 fee per test.

Please note: Testers who schedule but fail to either arrive or call about their appointment may not be allowed to schedule future appointments. If the Clep Testor is active military we may contact your CO contact.

CLEPs cover the following subjects:

Financial Accounting
Information Systems
Introductory Business Law
Principles of Management
Principles of Marketing
American Literature
Analyzing and Interpreting Literature
College Composition
College Composition Modular
English Literature
Humanities
American Government
History of the United States I
History of the United States II

Human Growth and Development
Introduction to Educational Psychology
Introductory Psychology
Introductory Sociology
Principles of Macroeconomics
Principles of Microeconomics
Social Sciences and History
Western Civilization I
Western Civilization II
Biology
Calculus
Chemistry
College Algebra
College Mathematics

Natural Sciences
Precalculus
French Language Level 1 Proficiency
French Language Level 2 Proficiency
German Language Level 1 Proficiency
German Language Level 2 Proficiency
Spanish Language Level 1 Proficiency
Spanish Language Level 2 Proficiency
Spanish Language with Writing Level 1 Proficiency
Spanish Language with Writing Level 2 Proficiency

Registration for College Level Examination Program (CLEP) Exams

To start registering for a CLEP tests use the following website

<http://clep.collegeboard.org>

Click “sign in” button at the top right of screen if you do not have an account use the create account

1. Fill out General Information page. NEXT
2. Create Password
3. Add mobile phone#

After you have created your account the website asks several additional questions which you can skip through.

Next you can Register for an exam

1. Click on **the Register for an Exam** drop menu & choose **Select Test**
2. Select your test by title (the tests are sorted into subject)
3. Add to Shopping Cart \$93.00 hit **Checkout** button
4. Edit Address and Contact **Save and Continue**
5. Edit Personal Details

If you are Active Military you answer **Yes** to **Are you DANTES funding eligible not a veteran** then select category

Save and Continue

6. **Please Select your Preferred test center** you will select either

At a CLEP test center (you will need to schedule with the Tutor Center for testing)

Or Via remote proctoring (you will then schedule with CLEP)

7. General Survey
8. Confirmaton of exam
9. Send Score

Select find College

Search by School Name or Code

You may need to know your home campus if your school has multiple campuses

(for example, you might look for Barton Community College Ft Riley)

You can Select an Additional College

Save and Continue

10. Review your Order If DANTES eligible is selected the total should now read \$0.00 **Save and Continue**
11. If not DANTES funded Make Payment **Submit**