



NORTHWEST NAZARENE UNIVERSITY

CLEP and DSST Testing

Everything You Need to Know!

CLEP is the most widely accepted credit-by-exam program in the country. CLEP subject examinations cover material taught in an undergraduate course with a similar title. CLEP exams are computer based and results are available immediately. NNU does not require the optional essay for any CLEP exam.

DSST tests are designed to document knowledge that you have obtained from non-traditional sources, such as work, reading, and outside interests. Earning extra academic credit by DSST testing can help you accelerate your degree. Disciplines include Business, Humanities, Physical Science, Mathematics, and more.

Where you may take a CLEP or DSST test-

- We offer both tests on the NNU campus. Tests are administered in the Center for Academic Success and Advising (CASA). We are located in the Leah Peterson Learning Commons, room 110.
www.nnu.edu/campusmap
- There are testing centers in most cities. You can find the closest test center by visiting www.collegeboard.com for CLEP or getcollegecredit.com for DSST. If you take the exam at a location other than NNU, be sure to request the official transcript be sent directly to the NNU Registrar's office.

When you are ready to take the test-

- Contact Monti Channon at 208-467-8463 or studenttesting@nnu.edu to schedule an exam appointment. You will need to plan on a 2 hour appointment time.
- **Create a voucher for CLEP tests** – go to clep.collegeboard.org to register to take an exam. You will pay the \$85 fee to CLEP at this time. **If you are an NNU student and want the credit on your transcript without an additional fee, be sure to choose Northwest Nazarene University as a score recipient when you create the voucher (code 04544).** Print the voucher and bring it with you on the day of your exam. Also bring a photo ID and a credit card to pay the \$40 proctor fee to NNU.
- For DSST, on the day of the test you will need to bring a photo ID and *a debit or credit card* to pay the testing fee (\$80 to DSST). You may pay the \$40 proctor fee to NNU by cash, check, or credit card. If you are an NNU student taking the exam at any other testing center, be sure to use **DSST code 8434** as the score recipient code as you create your DSST account. That ensures that an official score report is automatically sent to NNU without further expense to you.
- A locker will be provided for you to store all your personal belongings. The only item allowed in the testing room with you is your debit/credit card. No personal cell phones or electronics of any kind are allowed in the testing rooms.

Preparing for the test-

- Study material and practice tests are available for purchase directly from the www.collegeboard.com website. The passing rate is about 75% if you prepare before the exam.
- For study help, visit the following sites:
www.getcollegetcredit.com/testprep (DSST official website)
www.freeclepprep.com
www.clep.collegeboard.org/students (CLEP official website)
www.hippocampus.org
www.misterprep.com
www.instantcert.com
www.khanacademy.org (free video tutorials on almost any subject)

Recommendations for Preparing to take CLEP/DSST exams-

- Check with the Registrar's office to verify which exam will meet the requirement you need to fulfill.
- On-campus, daytime students: contact Cindy Williams at 208-467-8618 or email her at cwilliams@nnu.edu.
- Students in Adult Professional Programs: contact Janeale McClees at 467-8549 or jmcclees@nnu.edu.
- Refer to the NNU catalog to find information on how many and which credits are transferrable.
- Free study guides are available for both tests on the official test websites (see above).
- Official Study guides are available for purchase on the official websites (see above).
- Answer the sample questions in the Official Study Guide or individual guides and use the "Answer Key" to determine the number of correct responses and readiness to take the exam.

Additional FYI-

- Test takers are ultimately responsible for choosing the correct exam and that their name and other personal information is correct.
- Notify the test administrator immediately if there are technical or environmental problems that are distractions.
- Take the time needed for the tutorial – it is not part of the 90 minute test.
- Testing time is not compromised if computer performance is slow or if there are delays in question display – the clock stops until the next question is fully visible.
- Do not click on "Quit Test" or "Do Not Report Scores" if scores are to be reported!
- The CLEP/DSST tests utilize "rights-only" scoring. You are not penalized for wrong responses. It may be advantageous to make educated guesses.
- If you fail an exam there is a waiting period of 90 days for the CLEP and 90 days for the DSST before the same exam can be re-taken. This is up to you to monitor. The testing office will not keep track of time between tests. The risk is yours – scores will not be accepted if taken any sooner.