

## CLEP Testing Site – Registration Form

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Be prepared to bring your driver's license, passport, or other government-issued ID that includes your photograph and signature where the name matches your CLEP Registration ticket. Indicate the type below.

Identification: \_\_\_\_\_

Preferred Test Date: \_\_\_\_\_ Alternate Test Date: \_\_\_\_\_

Exam Title: \_\_\_\_\_

**For Test Takers with Disabilities:** Will you be requesting testing accommodations?

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**Test Center Information:** The MEOC CLEP Testing Site offers exams on Fridays. Test takers are required to arrive 30 minutes before the start of an exam. You must provide a valid form of identification that is permissible by the College Board CLEP testing.

Exams are administered at 163 West 125<sup>th</sup> Street, 16<sup>th</sup> floor, room 1607, New York, NY 10027. To request accommodations or additional information contact: [clep@man.eoc.cuny.edu](mailto:clep@man.eoc.cuny.edu)

**Test Center Administrative Fee:** The non-refundable MEOC CLEP Test Administration fee is \$40 and made payable to the **MEOC** in the form of a **money order only**. Money Orders are accepted on Fridays prior to testing from 9am – 12pm in room 1616.

**CLEP Testing Information:** Test takers must pay the College Board for a CLEP test online (current fee is \$97). For more information go to: [www.clep.collegeboard.org](http://www.clep.collegeboard.org). There is also a test administrative fee as described above.

**Score Reports:** You will receive your score report instantly, except if you took the College Composition with Essay exam. It takes three to four weeks to deliver a score report for this exam. If you choose to do so, you may elect to cancel your score at the end of your exam (prior to seeing your score). There is no way to cancel your scores once you've seen your instant score report. There is no way to retrieve your score once you've canceled it.