

University of Indianapolis

CLEP and DSST Testing Information

We are a national testing center for CLEP and DSST exams. This means that we will proctor your exam whether or not you are a University of Indianapolis student, and you may send the score report to any college or university of your choice. All exams are administered on computer in a private, proctored testing room.

- 1. TESTING TIMES:** Online CLEP or DSST exams are administered weekdays in Esch Hall 103M on a **WALK-IN BASIS, Mon-Thu, starting any time between 11 AM and 5 PM (10-2:30 on Fridays)**. See #3 below. You may also register in advance for a specific test time. There is no testing on Saturday or Sunday. **Two forms of ID required**, such as driver's license, student ID card, employee ID card, military ID (required for fee waiver), social security card, U.S. passport, etc. Credit cards cannot be used for ID.
- 2. REGISTRATION FEE:** \$12.00 payable to the University of Indianapolis by **CASH ONLY**. All registrants pay this fee, including military examinees.
- 3. PROCTOR AVAILABILITY:** A day-by-day calendar of when the proctor is available is posted on the School for Adult Learning Web site at this address: <http://sal.uindy.edu/testdates.php>. The proctor is out of the office sometimes for meetings, vacation days, teaching assignments, etc., so **call the front desk at 317-788-3393 before you come** to make sure the proctor is available, or e-mail the UIndy Testing Administrator at: sal@uindy.edu.
- 4. TESTING FEE: Payable on the day of the test before testing begins:**
 - **DSST: \$80.00 per exam.** UIndy accepts only **credit card payments** for the testing fee (VISA, MasterCard or American Express only). No fee for active duty military and reservists.
 - **CLEP: \$70.00 per exam.** UIndy accepts only **credit card payments** for the testing fee (VISA, MasterCard or American Express only). No fee for active duty military and reservists.

For general testing information (including Excelsior College Exams):

<http://sal.uindy.edu/testing.php>

Complete list of tests and what courses they count for at UIndy:

<http://sal.uindy.edu/testlist.php>

Study Guides:

DSST: <http://www.getcollegecredit.com/resources.html>. Look for **Fact Sheets**. Free download.

CLEP: *The Official CLEP Study Guide* covers all CLEP exams and is available on the CLEP Web site at: <http://www.collegeboard.com/clep>. Or you can download Individual Subject Study Guides from the CLEP Web site at: <http://www.collegeboard.com/student/testing/clep/about.html>.

We have six private testing rooms assigned on a first-come, first-served basis. Questions? Call 317-788-3393 or e-mail: sal@uindy.edu.

**Payment in full (both registration and testing fees) required on the day of test before testing begins.
No payment? No exam! No exceptions.**

Last update: November 5, 2008.

NOTE: If any information on this sheet is outdated, current policy will prevail.