

## Earn Your Degree in up to Half the Time With CLEP Exams

The College Level Examination Program (CLEP) exams are designed to measure what you have learned through informal study, reading, travel, and work, and then equate this knowledge with what students usually learn during the first year of college study. When you earn credits through CLEP exams, you can move directly to more advanced classes. This helps you complete your college education more quickly at a lower overall cost.

In the College of General Studies (CGS), you may earn up to half the credits you need to graduate—60 credits of the required 120—by earning a combination of six credits on each of the five

general examinations and three to six credits on certain subject examinations. You are required to score at least 50 points or more on each exam you take in order to receive credit from CGS. A score of fewer than 50 points is awarded zero credits.

### CLEP exams accepted by CGS

The chart below lists the CLEP exams (both general and subject exams) that are accepted by CGS, the minimum score required, and the number of credits and CGS course equivalent received as advanced standing. A key for the CGS requirement fulfilled column is listed below the chart.

CLEP Exams	Score	Credits	Course Equivalents		CGS Requirement Fulfilled*
<b>General Exams</b>					
English Composition (with or without essay)	50	6	ENGCMP	0000	Elective
Humanities	50	6	INTERDIS	0000	DS: H
College Mathematics	50	6	MATH	0000	Elective
Natural Sciences	50	6	INTERDIS	0000	DS: N
Social Science and History	50	6	INTERDIS	0000	DS: S, 6
<b>Subject Exams</b>					
American Government	50	3	PS	0200	DS: S
U.S. History I	50	3	HIST	0600	DS: S, 6
U.S. History II	50	3	HIST	0601	DS: S, 6
Western Civilization I	50	3	HIST	0100	DS: S, 6, 7
Western Civilization II	50	3	HIST	0101	DS: S, 6, 7
Introductory Sociology	50	3	SOC	0010	DS: S
American Literature	50	3	ENGLIT	0000	DS: H, 5
English Literature	50	3	ENGLIT	0000	DS: H, 5
General Biology	50	6	BIOSCI	0150 and 0160	DS: N
General Chemistry	50	6	CHEM	0110 and 0120	DS: N
Educational Psychology	50	3	PSYED	1001	Elective
Human Growth and Development	50	3	PSY	0310	DS: N

### \*CGS Requirement Fulfilled Key

DS: H	Humanities	5	English Literature
DS: S	Social Sciences	6	History
DS: N	Natural Sciences	7	International Perspective

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## CGS policies for accepting CLEP credits

1. You must have graduated from high school at least two years ago or be at least 20 years of age.
2. You may take as many of the CLEP general exams as you wish, from one to five. However, the maximum number you can schedule in one day is four.
3. The CLEP general exams must be taken before you have completed 60 college credits. The 60-credit limit includes courses taken at the University of Pittsburgh, credits taken at another college or university, and other credits received by examination. Credits earned through CLEP general exams may not duplicate credits received from other sources.
4. The CLEP subject exams must be taken before you have completed 90 college credits. The 90-credit limit includes courses taken at the University of Pittsburgh, credits taken at another college or university, and other credits received by examination. Credits earned through CLEP subject exams may not duplicate credits received from other sources.
5. Credits earned by taking the composition courses, Basic Writing, General Writing, or their equivalents from another college, will be deducted from the CLEP credits earned through the English composition general exam.
6. When you select a CGS major, you will need to take courses to satisfy requirements for that major, as well as those for specific knowledge and skills. You should plan to take the introductory courses in your major area as well as the other courses specified regardless of credits earned through CLEP.
7. The following schools at the University of Pittsburgh accept CLEP credits. However, policies regulating the acceptance of CLEP credits for each school vary. Upon admittance to a different school or college at the University of Pittsburgh, a re-evaluation of your CLEP credits will be done. Check with each school regarding its policies.

College of Business Administration	412-383-9600
School of Education	412-648-2849
School of Health and Rehabilitation Sciences	412-383-6558
School of Nursing	412-624-4586
School of Social Work	412-624-6348
8. A CLEP award may be re-evaluated for students re-admitted to CGS who were inactive for two full years or more.

## What you can expect to see on the exams

The College Board Web site has the most accurate information about the material covered in both the CLEP general exams and the CLEP subject exams. Visit the College Board Web site at [www.collegeboard.com/student/testing/clep/exams.html](http://www.collegeboard.com/student/testing/clep/exams.html).

## Let's get started

**Step one:** It is highly recommended that you meet with your CGS academic advisor before registering for an exam to ensure that the CLEP exam(s) taken will count for degree requirements and will not duplicate course work. To make an appointment with your academic advisor, call the CGS front desk at 412-624-6600.

**Step two:** To receive more information and a CLEP Registration-Admission Form, call 412-624-6440, or stop in at the University's Office of Measurement and Evaluation, Room G33, Cathedral of Learning. The Registration-Admission Form also can be downloaded from the College Board Web site at [www.collegeboard.com/student/testing/clep/reg.html](http://www.collegeboard.com/student/testing/clep/reg.html).

**Step three:** Mail your completed CLEP Registration-Admission Form along with your test fee and service fee checks to your testing site. See CLEP testing sites below for addresses.

## Obtaining your score

Your scores are reported only to you, two weeks after testing. Allow at least seven weeks to receive your score for the general examination in English composition with essay. To have your scores sent to schools, employers, or certifying agencies, an identification code is required. To have your scores sent to the University of Pittsburgh College of General Studies, select University of Pittsburgh College of General Studies (code 2940) on the Internet test site.

## Affordable and a great long-term value

The CLEP fee is \$60 per test. Make this check payable to the College Level Examination Program. The service fee is \$15 per test; make this check payable to your testing site.

## How to prepare for a CLEP exam

You may find the following practice guides, which include sample tests, to be helpful as you prepare for an exam. These practice guides may be purchased at most bookstores including the University of Pittsburgh Book Center, 4000 Fifth Avenue, Oakland.

*\$29.95, How to Prepare for the CLEP*

Published by Barron's Educational Service Inc.

*\$60, CLEP Examination*

Published by the Research and Educational Association

In addition, the College Board offers the CLEP Official Study Guide on its Web site for \$25 or the individual subject study guides for \$10. Visit [www.collegeboard.com/student/testing/clep/prep.html](http://www.collegeboard.com/student/testing/clep/prep.html). Prices are subject to change.

## CLEP testing sites

### University of Pittsburgh

Office of Measurement and Evaluation  
Room G33, Cathedral of Learning  
Pittsburgh, PA 15260  
412-624-6440

Testing occurs Monday through Friday, at 10 a.m. and 2 p.m. Call well in advance to schedule your exam.

### Community College of Allegheny County

Downtown Campus Testing Center  
625 Stanwix Street, First Floor  
Pittsburgh, PA 15222  
412-208-1122

Testing occurs Monday through Friday, 10:30 a.m. and 1 p.m.; Saturday at 9:30 a.m. or noon.

### Duquesne University

University Counseling Center  
308 Administration Building  
Pittsburgh, PA 15282-0235  
412-396-6204

Testing usually occurs on scheduled Mondays through Fridays at 9:30 a.m. and 1:30 p.m.; however, appointments can be made. Call for test dates, deadlines, and options.

## For more information about CLEP registration and costs for

**CLEP examinations, contact:** University of Pittsburgh, Office of Measurement and Evaluation, Room G-33, Cathedral of Learning, Pittsburgh, PA 15260, 412-624-6440.

For more information about CLEP in general, visit the College Board's Web site, [www.collegeboard.com/student/testing/clep/about.html](http://www.collegeboard.com/student/testing/clep/about.html).

Information is current as of February 2007. Call a CGS academic advisor for the most current information prior to taking any CLEP exam.