



CLEP Proctoring Services Request

- I request to take a CLEP exam at the NWACC Testing Center.
- I understand and agree that it is my responsibility to check with my school regarding which exams they accept and their score requirements.
- I understand and agree that it is my responsibility to register on <https://clep.collegeboard.org/>.
- I understand and agree that I will contact the NWACC Testing Center at least one week in advance to schedule an appointment for my proctored exam.
- I understand that CLEP exams are typically offered Monday - Thursday from 8:30a.m. - 4:30p.m. and that CLEP exams are never offered on Fridays.
- I understand and agree that I must bring a valid government issued photo id, my CLEP Exam Registration Ticket, and pay the \$25 proctor fee the day I come to test.
- I understand that computer-administered tests may have technical difficulties beyond the control of Testing Center staff.
- I understand and agree to abide by NWACC Testing Center Rules and Academic Integrity Policy.
- I will follow the Testing Center inclement weather policy as posted on the Testing Center website if a closing occurs.
- I agree to notify the Testing Center if I am unable to make my appointment.

Please sign and return to:

ATTN: Testing Center, NWACC

1 College Dr. Bentonville AR 72712

Or FAX to: 479-619-2223 or E-mail to: assessment@nwacc.edu

Student Name:

Student Phone Number:

Student E-mail:

Exam Title:

Requested Appointment Date and Time:

Student Signature: