



# POLICIES *and* PROCEDURES

**Board of Trustees Policy Number:**  
ACAF 3.06

**Date of Adoption/Revision:**  
April 20, 2016

<b>SUBJECT</b>	<b>CREDIT BY EXAMINATION/CLEP (COLLEGE-LEVEL EXAMINATION PROGRAM)</b>
<b>AUTHORITY</b>	Registrar
<b>APPLICABILITY</b>	All Bennett College students
<b>PURPOSE</b>	Award credit by exam based upon required score that determines credit hours granted (matriculated student).

<b>POLICY</b>	<p>Bennett College welcomes students from a wide variety of backgrounds and learning experiences. Many students come to our institution with a firm grounding in a particular discipline. Bennett College recognizes their prior learning by accepting a full range of <u>College-Level Examination Program (CLEP)</u> exams, which measure mastery of college-level, introductory course content. Matriculated students who achieve <u>required credit-granting scores on these exams can earn the credits and course exemptions listed on the CLEP grid</u> (see Appendix A). Bennett College will grant a total of 9 credits for successful performance on CLEP examinations. There is a nominal fee per exam. All fees are payable in-full prior to exam.</p>
<b>PROCEDURES</b>	<p>Credit hours granted and equivalent course added to transcript based upon minimum exam score on CLEP Examination Score Grid. All exams are 90 minutes in length and are composed of multiple-choice questions, with the exception of the <u>College Composition exam</u> (120 minutes and 2 essays). These exams require college-level knowledge and critical thinking ability; sufficient preparation is required to do well. Examinees must wait 6 months to retest.</p>

Replaces policy:

*Date*