College Level Examination Program (CLEP)
Registration Instructions

1. RHEC’s CLEP proctoring registration is available online at www.education.edu/testing.

2. Near the top of the page you will see a button titled “SCHEDULE AN EXAM.” Click this button.

3. You will see a list of exam registration steps. For Choose a group, select either CLEP or CLEP: Composition & Literature based on the CLEP exam you plan to take.

4. For Choose an exam, select which exam you want to take.

5. You will need to choose an exam day/time and complete the registration process.

6. For additional information, please click About at the right side of the page or visit the website www.registerblast.com/roanoke/Home/Tab/87.

Additional Information:
The CLEP test is a total of $120.50 with two separate payments: the non-refundable registration fee of $40.50 paid online through the RHEC website and the test fee of $80.00 paid before the day of the test by purchasing a voucher from CLEP’s website.

To purchase the test, visit CLEP's website at clep.collegeboard.org. All CLEP exam payments must be made online through the My Account portal.

If you are taking a CLEP Exam with the optional essay, there is an additional cost of $15.00 payable at the time of registration on RHEC’s website.

If you have a learning or physical disability that would prevent you from taking a CLEP exam under standard conditions, you may request special accommodations. Before registering for your exam, please contact our CLEP test administrator Carla Jackson at carla.jackson@education.edu or 540-767-6010.

It takes approximately 2-3 weeks for your score to get to your institution. You will receive a printout of your scores the same day you take your test, except for the College Composition exam and optional essays.

CLEP test takers must produce one form of government-issued identification on the day of the exam. The primary identification must be valid and current, must bear the test-taker’s full name in English language characters, and must contain a photograph and a signature. All DANTES-funded military candidates must present a current military ID. If you fail to present appropriate ID, you will not be tested.