



CLEP and DSST Testing Location

### Community Programs & Testing Office

356 East Road, behind the F Cluster

Email: [clep@ncc.edu](mailto:clep@ncc.edu)

Phone: 516.572.9947

Web: [www.ncc.edu/clep](http://www.ncc.edu/clep)

**Nassau Community College is a test site for both CLEP and DSST exams. For about \$130 you can earn 3 or more college credits with a passing score!**

College level exams allow students to test and earn college credit in a wide range of subjects. Colleges and universities throughout the country use CLEP and DSST exams to award credits toward associate's and bachelor's degrees (or to satisfy graduate school pre-reqs). Each college or university establishes an independent policy regarding which exams it will accept, the number of credits awarded and the score required.

**CLEP** <https://clep.collegeboard.org>      **DSST** <http://getcollegecredit.com>

### Who is eligible to take a college level exam?

College level exams have benefited teachers looking to obtain additional certification or earn salary step increases, grad students needing to meet pre-reqs and students looking for that final credit to meet graduation requirements! High school and home schooled students use college level exams to get a jump start on college.

Anyone can take a college level exam, but it is the candidate's responsibility to determine if the school accepts the exam and what score is required for credit. Students at Nassau Community College should check with an academic advisor before registering for an exam.

### How do I register?

**For DSST exams decide which exam to take:**

- ✓ Mail the Nassau Community College application form and a \$50 check or money order payable to "Nassau Community College". The \$50 fee is a non-refundable / non-exchangeable proctoring fee.  
Nassau Community College  
One Education Drive – Att: CLEP  
Garden City, NY 11530
- ✓ After receiving your application and your administrative fee payable to NCC, we will reserve your seat. We will mail or email your confirmation. If you have not received a confirmation or email from [clep@ncc.edu](mailto:clep@ncc.edu) please check your spam folder or email us to verify that we have your application.

**How long is the exam?**

Exams run 90 to 120 minutes.

**When can I take the exam?**

CLEP and DSST exam dates are posted at [www.ncc.edu/clep](http://www.ncc.edu/clep). If you cannot test on a posted date, please contact the office and we will try to accommodate you on a weekday.

**Can I get a refund if I decide not to take the test?**

No. The administrative fee is non-refundable and non-exchangeable. If you need to change your test date you must submit another \$50 check or money order payable to Nassau Community College. Your unused CLEP registration ticket is valid for 6 months from the date of purchase.

**Can I retake an exam that I have failed?**

Yes. A student may retake an exam that they have not passed after 90 days. However, if you failed, you may benefit from taking the class. Nassau offers classes days, evening, weekends and on-line! If you attempt to take the same exam title before three months your score will be invalidated. You may, if you wish, take a different exam during the waiting period.

**How should I prepare?**

Both the College Board and Prometric offer sample questions and fact sheets about the exams. There are many free on-line resources (search for course outlines) or visit a library for a textbook or review book. Many high school students are doing college level work!

**Special Accommodations:** Please allow a minimum of 2 weeks' notice for us to review accommodations documentation. We may need to schedule your exam at a different time to meet your accommodations.

**How can I get more information?**

Stop by our office, located behind the F Cluster on East Road, call 516. 572.9947/7699 or email us at [CLEP@ncc.edu](mailto:CLEP@ncc.edu). When e-mailing, please allow about 48 hours for a response.

## NASSAU COMMUNITY COLLEGE EQUIVALENT DSST CREDITS

DSST Test Title	Credit in Semester Hours B=Baccalaureate-Lower Division BU=Baccalaureate Upper Division	Minimum Score	NCC Course	Credits	Notes
Principles of Finance	3B/BU	46/400	FIN 111	3	
General Anthropology	3B	47	ANT203	3	
Art of the Western World	3B	48	ART999	3	
Business Ethics and Society	3BU	400	PHI 111	3	
Introduction to Business	3B	46/400	BUS110	3	
Principles of Supervision	3B	46/400	BUS112	3	
Human Resource Management	3B	46	BUS140	3	
Organizational Behavior	3B	48	BUS150	3	
Introduction to Computing	3B	45/400	CMP101	3	
Management Information Systems	3B/BU	46/400	CMP999	3	
<del>Principles of Public Speaking**</del>	3B	47	COM103	3	Speech Score Required
Introduction to Law Enforcement	3B	45	CRJ101	3	
Criminal Justice	3B/BU	49/400	CRJ 999	3	
Foundations of Education	3B	46	EDU208	3	
Technical Writing	3B	46	ENG 111	3	
Personal Finance	3B	46/400	FIN110	3	
Money and Banking	3B/BU	48	FIN213/ECO 213	3	
Human/Cultural Geography	3B	48	GEO103	3	
Health & Human Development	3B/BU	48/400	HED200	3	
Substance Abuse	3B/BU	49/400	HED271	3	
The Civil War and Reconstruction	3B/BU	47	HIS255	3	
A History of the Vietnam War	3B	44	HIS999	3	
History of the Soviet Union	3B/BU	45	HIS999	3	
Fundamentals of College Algebra	3B	47/400	MAT 997	3	
Principles of Statistics	3B	48/400	MAT102	3	
Business Mathematics	3B	48/400	MKT101	3	
Fundamentals of Counseling	3B	45	<b>None</b>	0	
Ethics in America	3B/BU	46/400	PHI 106	3	
Introduction to World Religions	3B/BU	48/400	PHI204	3	
Lifespan Developmental Psychology	3B	46	PSY216	3	
Astronomy	3B	48	SCI 996/997	3	-Not a lab
Environment & Humanity: Race to Save the Planet	3B	46	SCI 996/997	3	-Not a lab
Principles of Physical Science 1	3B	47	SCI 996/997	3	-Not a lab
The previous version of the test score range was 200-500. The current minimum score for credit is 400.					

**It is the candidate's responsibility to identify exams acceptable to the credit granting institution. Each school identifies which exams are accepted, and establishes the required score for credit.**

**Nassau Community College DSST Application**  
**Return this application and \$50 check payable to**  
**NCC: Lifelong Learning, CLEP DEPARTMENT, One Education Dr., Garden City, NY 11530**  
**Phone: 516.572.9947 Email: CLEP@ncc.edu**

<b>Name (please print):</b>		
Last:	First:	Sex: M F
Street Address:		
City, ST, ZIP Code:		
Birth Date:	*Score Recipient:	
Daytime Phone #:	Cell Phone #:	
Test dates ( <b>Indicate session if applicable</b> ):	1st choice:	2nd choice:
Email:	Alternate Email:	
Have you previously tested or taken a course at NCC? Y N	Nassau ID (required for NCC students only): N00	
Students with documented disabilities: Please check box and contact office for approval and scheduling. Please allow a minimum of two weeks for processing and approval. <input type="checkbox"/>		
*Score Recipient: Name, address and/or Code # <a href="http://www.getcollegecredit.com/search.html">www.getcollegecredit.com/search.html</a> <i>You will provide this information when you register and pay for your exam on the day you test.</i>		
Identify which exam you are registering for. NCC does not grant credit for all exams. NCC students should review the equivalency chart and score requirements necessary to obtain credit.		
<input type="checkbox"/> Principles of Finance	<input type="checkbox"/> Introduction to Computing	<input type="checkbox"/> Health & Human Development
<input type="checkbox"/> Money and Banking	<input type="checkbox"/> Ethics in America	<input type="checkbox"/> Substance Abuse
<input type="checkbox"/> Principles of Statistics	<input type="checkbox"/> <del>Principles of Public Speaking**</del>	<input type="checkbox"/> Art of the Western World
<input type="checkbox"/> Personal Finance	<input type="checkbox"/> Introduction to Law Enforcement	<input type="checkbox"/> The Civil War and Reconstruction
<input type="checkbox"/> Business Ethics and Society	<input type="checkbox"/> Criminal Justice	<input type="checkbox"/> A History of the Vietnam War
<input type="checkbox"/> Introduction to Business	<input type="checkbox"/> Foundations of Education	<input type="checkbox"/> History of the Soviet Union
<input type="checkbox"/> Principles of Supervision	<input type="checkbox"/> General Anthropology	<input type="checkbox"/> Environment & Humanity
<input type="checkbox"/> Human Resource Management	<input type="checkbox"/> Introduction to World Religions	<input type="checkbox"/> Fundamentals of College Algebra
<input type="checkbox"/> Organizational Behavior	<input type="checkbox"/> Fundamentals of Counseling	<input type="checkbox"/> Astronomy
<input type="checkbox"/> Business Mathematics	<input type="checkbox"/> Lifespan Developmental Psych	<input type="checkbox"/> Principles of Physical Science I
<input type="checkbox"/> Management Information Systems	<input type="checkbox"/> Human/Cultural Geography	<input type="checkbox"/> Technical Writing
<b>For updated information on exam content and sample tests:</b> <a href="http://getcollegecredit.com/exam_fact_sheets">http://getcollegecredit.com/exam_fact_sheets</a>		
<b>DSST Fees: The \$50 Administrative Fee for the DSST is NON-REFUNDABLE and NON-TRANSFERABLE</b>		
<b>One check payable to NCC for \$50.</b> An additional fee of \$80 payable <u>by credit card only</u> will be required at the time of testing. DSST may price some exams slightly higher, and on occasion, an exam may not be available because it is under review by Prometric. Questions: Call 516.572.9947 or email <a href="mailto:clep@ncc.edu">clep@ncc.edu</a> . Please allow 48 hours for a response.		

<b>Signature:</b>			
<b>Notes or special requests</b>			
<small>Do not write in this space</small>			
Report at: Time:	Date:	Location (Bldg):	Room #:
Signature of Administrator _____		Confirmation sent	emailed _____ mailed _____