Exams are administered on the following Friday afternoons:

<table>
<thead>
<tr>
<th>2015 TEST DATE</th>
<th>TEST TIME</th>
<th>REGISTRATION DEADLINE</th>
<th>2016 TEST DATE</th>
<th>TEST TIME</th>
<th>REGISTRATION DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 24</td>
<td>2:00 pm</td>
<td>July 22 by 6:00 pm</td>
<td>January 22</td>
<td>2:00 pm</td>
<td>January 20 by 6:00 pm</td>
</tr>
<tr>
<td>August 21</td>
<td>2:00 pm</td>
<td>August 19 by 6:00 pm</td>
<td>February 19</td>
<td>2:00 pm</td>
<td>February 17 by 6:00 pm</td>
</tr>
<tr>
<td>September 18</td>
<td>2:00 pm</td>
<td>September 16 by 6:00 pm</td>
<td>March 18</td>
<td>2:00 pm</td>
<td>March 16 by 6:00 pm</td>
</tr>
<tr>
<td>October 23</td>
<td>2:00 pm</td>
<td>October 21 26 by 6:00 pm</td>
<td>April 22</td>
<td>2:00 pm</td>
<td>April 20 by 6:00 pm</td>
</tr>
<tr>
<td>November 20</td>
<td>2:00 pm</td>
<td>November 18 by 6:00 pm</td>
<td>May 20</td>
<td>2:00 pm</td>
<td>May 18 by 6:00 pm</td>
</tr>
<tr>
<td>December 18</td>
<td>2:00 pm</td>
<td>December 16 by 6:00 pm</td>
<td>June 24</td>
<td>2:00 pm</td>
<td>June 22 by 6:00 pm</td>
</tr>
</tbody>
</table>

LOCATION

University of La Verne; 500 E. Esplanade Dr., Suite 1000 (tenth floor); Oxnard. Exams are proctored in the computer lab.

TIME

Students must arrive between 1:45 and 2:00 p.m. No one will be admitted after 2:00 p.m. Valid ID required.

REGISTRATION & FEES

Students must register by the deadline specified above. For registration instructions, please see the Registration Form on the other side of this document. The student must pay the proctor fee by check or money order to the University of La Verne in order to complete the registration process. For La Verne students, the proctor fee is $5.00 per exam. For non-La Verne students, the proctor fee is $25.00 per exam. DANTES test takers must also pay the testing fee of $80.00 per exam to DSST online by credit card on the testing day. CLEP exams must be purchased at https://clepportal.collegeboard.org/MyAccount before the testing day. CLEP test takers must present CLEP Exam Registration Ticket on the testing day.

CANCELLATIONS

Students must cancel no later than 6:00 p.m. on the Wednesday prior to the testing day in order to have proctor fees refunded.

NO SHOWS

Students who register for but miss an exam, who do not cancel by the specified deadline, or who do not arrive by 2:00 will not have their proctor fees refunded. Forfeited proctor fees cannot be applied toward a future registration.

STUDY GUIDES

The Fact Sheet/Study Guides contain a description of the test content and sample questions typically encountered on the test. CLEP Fact Sheet/Study Guides can be downloaded from: http://clep.collegeboard.org. For study materials at a cost to you, visit your local bookstore or www.passbooks.com or www.instantcert.com. Students may obtain information on CLEP and DANTES preparation courses by calling (888) 995-PREP or www.DantesTestPrep.com. La Verne does not endorse these third-party resources but only provides the information in case students wish to use them.

SCORING

Immediately after an exam a student is able to view his or her score online. Official score reports are mailed to the recipient that the student selects approximately four to six weeks after the exam date. If you do not receive a passing score on the CLEP or DANTES test, you must wait six months (180 days) to retake the same test. Please contact your academic advisor to determine which exams are most appropriate for your needs. La Verne students may earn up to 44 units through DANTES and/or CLEP testing.

QUESTIONS

Please contact Christen Guzman at (805) 981-6020 or cguzman@laverne.edu.

**Please note that dates, times, costs, and minimum passing scores are subject to change.**
DANTES & CLEP Testing Center

Students must complete this form in order to reserve a seat for a CLEP or DANTES exam at the Ventura County Campus. All test takers must present valid ID on test day.

First Name: ____________________________________________

Last Name: ____________________________________________

Daytime Telephone: ______________________________________

Email Address: __________________________________________

La Verne students will only receive confirmation at their laverne.edu email accounts.

School (if not La Verne): ____________________________________

Circle the test date for which you wish to register:

- July 24
- August 21
- September 18
- October 23
- November 20
- December 18
- January 22
- February 19
- March 18
- April 22
- May 20
- June 24

Please return this form to the Ventura County Campus in person or by mail at the address below. A check or money order payable to the University of La Verne for your Proctor Fee must accompany the form. For La Verne students, the Proctor Fee is $5.00. For non-La Verne students, the Proctor Fee is $25.00.

The registration form and payment must be received at the Ventura County Campus by the published deadline (see page 1). Seating is limited at each testing session, so early registration is recommended.

You will receive an email from the University of La Verne to confirm your registration. If we cannot accommodate you on your requested testing date, we will contact you by email and ask you to select another date.

La Verne students are responsible for determining which exam or exams are applicable to their graduation requirements by consulting the university catalog and their academic advisor. Registering for and passing an exam does not guarantee units will be applied toward a degree. **La Verne students cannot receive credit for a passing a CLEP or DANTES exam in an area in which they have also taken a class. The responsibility for registering in a degree applicable CLEP or DANTES exam rests with the La Verne student.**

Students must cancel no later than 6:00 on the Wednesday prior to the testing day in order to have proctor fees refunded. Students who register for but miss an exam, who do not cancel by the specified deadline, or who do not arrive by 2:00 will not have their proctor fees refunded. Forfeited proctor fees cannot be applied toward a future registration. Students must present valid ID on test day.

I have read and understand the terms set forth above.

_________________________________________  ______________________
Student Signature                                       Date

Return completed form and Proctor Fee payment to University of La Verne, Ventura County Campus
500 E. Esplanade Dr., Suite 1000; Oxnard, CA 93036

Revised 6.1.2015