

Registering for CLEP tests

CLEP tests are conducted at the Education Center at Dover AFB through Wilmington University. To register for a CLEP test you must first go to wilmu.edu/doverafb. You will need to scroll down until you see the information below:

Register for CLEP and DSST Exams

Dover Air Force Base offers CLEP and DSST exams every Wednesday and Thursday, respectively. You may register for an exam by selecting the event date in our calendar, and submitting the registration form associated with that event.

Choose Your Exam



On-Site Services
















You have access to a full slate of student services at Wilmington University's Dover AFB location. Meet with an advisor to talk about your academic and career goals, have your transcripts evaluated, apply to WilmU and register for classes right on site.

 Dover DAFB Pass

 Dover AFB Special Instructions

WilmU Military Benefits

➔ After clicking the “Choose Your Exam” button above, the information below will populate. Click the ticket icon.

Tuesday, July 6, 2021	
CLEP EXAM ONLINE REGISTRATION 7/6/2021, 9:00 AM (ET)	    
Thursday, July 8, 2021	
DSST EXAM ONLINE REGISTRATION 7/8/2021, 9:00 AM (ET)	    
Tuesday, July 13, 2021	
CLEP EXAM ONLINE REGISTRATION 7/13/2021, 9:00 AM (ET)	    

➔ After clicking the ticket icon, the information below will populate. You will need to type the number “1” in the Quantity box in order for the Registration boxes to appear. Enter your personal data and select your CLEP exam. Click Add to Cart.

[View Full Schedule](#)



YOU MAY ONLY TAKE ONE EXAM PER DAY

PLEASE FOLLOW ALL POSTED DOVER AIR FORCE BASE COVID-19 SAFETY PROTOCOL!

CURRENTLY OPEN TO THOSE WHO HAVE DOVER AIR FORCE BASE ACCESS. CIVILIAN STUDENTS, PLEASE [CLICK HERE TO FIND AN ALTERNATE TESTING SITE.](#)

YOU MUST HAVE TWO FORMS OF PHOTO ID AND YOUR PRINTED CLEP TICKET WITH YOU WHEN YOU COME IN TO TEST (YOUR CLEP TICKET IS NOT YOUR REGISTRATION RECEIPT FROM WILMU.EDU, PLEASE SEE DIRECTIONS BELOW).

[YOU MUST REGISTER ON TWO SEPARATE WEBSITES TO TAKE A CLEP EXAM](#)

FIRST

- Register for your seat at the Wilmington University National Testing Center here at www.wilmu.edu/doverafb. Scroll down and select “Choose My Exam”.
- Please read all directions and scroll down and put a 1 in the registration box, then complete the information required and hit submit. No move on to step 2.

SECOND

- REGISTER FOR YOUR CLEP EXAM TESTING TICKET (PLEASE PRINT THE TICKET AND BRING IT WITH YOU)
- Once you have registered for your seat at www.wilmu.edu/doverafb, please [CLICK HERE](#), Scroll down to “What You Need to Know” and follow the directions to register for/log into your account and/or create and/or print your exam ticket. You **MUST** bring your printed CLEP Exam Ticket and two forms of photo ID with you the day you test. Failure to comply will result in a reschedule.

Registration

Name	Description	Pictures	Quantity
CLEP Registration	Please type "1" in quantity and click "updates" to proceed to the registration form.		1

* Required Fields

CLEP Registration (1)

* First Name	* Last Name	* Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>
* Phone	* Squadron	* I have obtained my required CLEP Exam Registration Ticket (IF YOU HAVE NOT DON THIS (SECOND STEP) YOU WILL NOT BE ALLOWED TO TEST)
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

* Choose your exam

- American Literature
- Analyzing and Interpreting Literature
- College Composition
- College Composition Modular
- English Literature

* Military Status

Select

+ ADD TO CART

- ➔ After clicking Add to Cart, your order summary will appear (see below). Click Confirm. This reserves your seat with Wilmington University at the time and date you specified. **YOU ARE NOT FINISHED!**

ORDER SUMMARY

Review your transaction and fill out the Order Contact Information to continue.
Sign in to track your purchase.

CLEP Exam Online Registration			Quantity
CLEP Registration	x	x	1

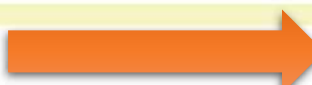
Order Contact Information

FIRST NAME	LAST NAME	EMAIL
[REDACTED]	[REDACTED]	[REDACTED]

Add a password to create a profile.

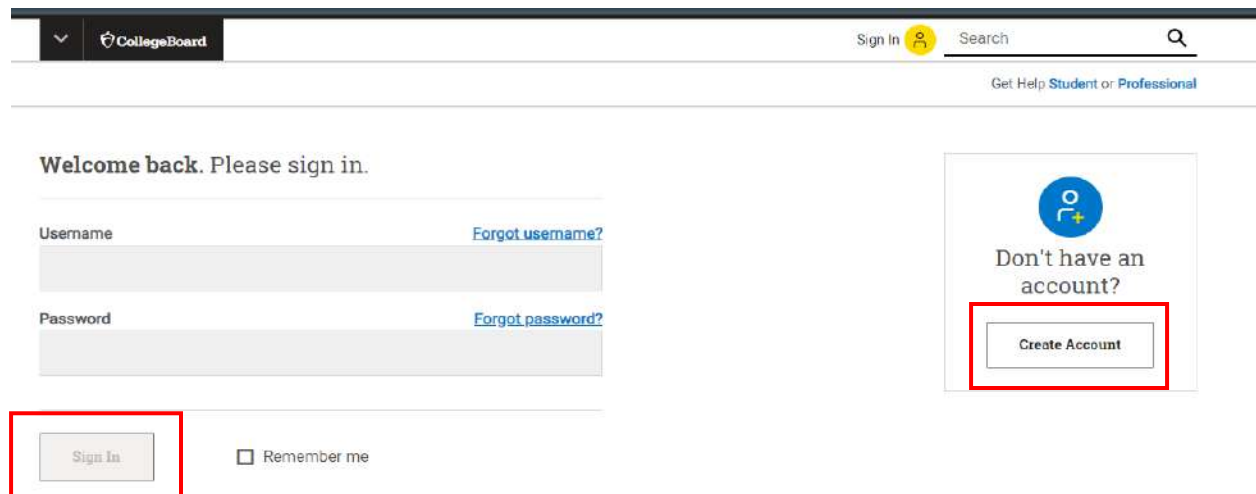
Want to track your purchases, create a list of favorite events, and create event subscriptions? Add a password below.

PASSWORD	CONFIRM PASSWORD
[REDACTED]	[REDACTED]



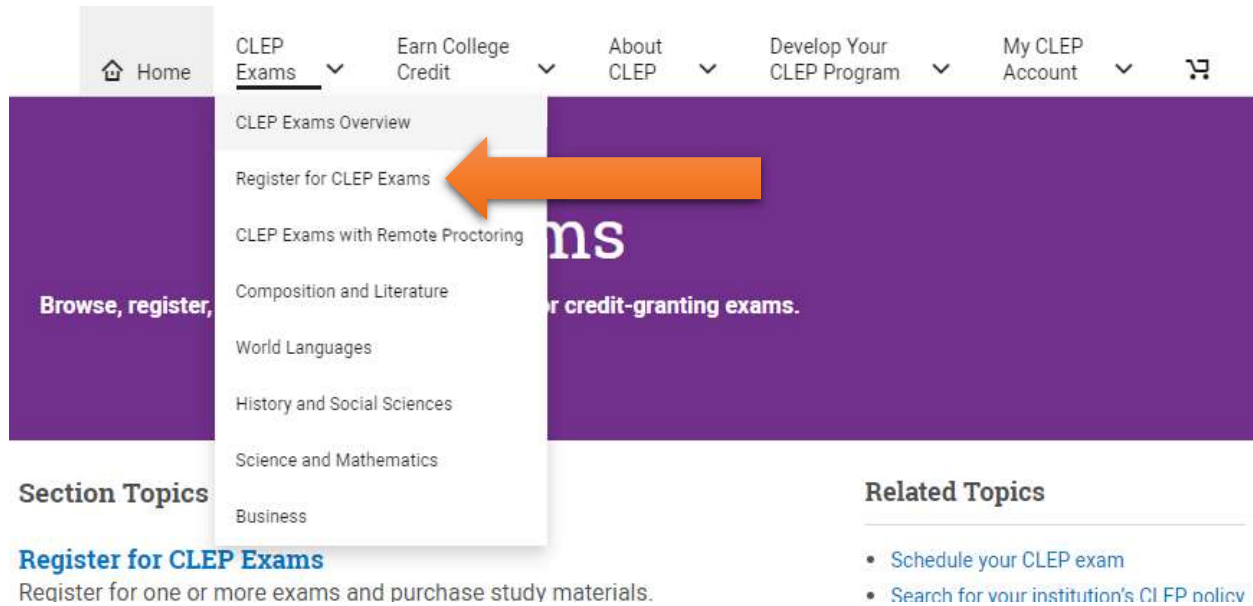
- ➔ You now need to **register with collegeboard.org**. This is where you will receive your CLEP ticket that you **NEED** to bring with you at your testing time.
- ➔ If you do not have an account with CollegeBoard you can create one or, if you already have an account, log in.

****Please make sure when registering that you create a **Student** account and not a Professional one. A Professional account limits your abilities to access certain areas on the website.****



The screenshot shows the CollegeBoard website header with the logo and navigation links. Below the header, there is a sign-in section with the text "Welcome back. Please sign in." and two input fields for "Username" and "Password". There are links for "Forgot username?" and "Forgot password?". A "Sign In" button is highlighted with a red box. To the right, there is a "Don't have an account?" section with a "Create Account" button also highlighted with a red box. A "Remember me" checkbox is located below the sign-in fields.

➔ After you are logged in, you can click the CLEP Exams tab in the ribbon at the top of the page and click Register for CLEP Exams from the dropdown.



The screenshot shows the top navigation bar of a website. The 'CLEP Exams' tab is selected, and its dropdown menu is open. An orange arrow points to the 'Register for CLEP Exams' option. Below the navigation bar, there is a purple banner with the text 'Browse, register, and purchase study materials for credit-granting exams.' To the left, under 'Section Topics', there is a link 'Register for CLEP Exams' and a description: 'Register for one or more exams and purchase study materials.' To the right, under 'Related Topics', there are two links: 'Schedule your CLEP exam' and 'Search for your institution's CLEP policy'.

➔ You may now select the exam you registered for at wilmu.edu/doverafb. After selecting the correct one click Add to Cart.

Composition & Literature

Select from the options below to add Composition & Literature exams and study materials. Each exam costs \$89. Military service members may be eligible for free exams. [Check eligibility.](#)

- American Literature

- Analyzing and Interpreting Literature

- College Composition

- College Composition Modular

- English Literature

- Humanities





The screenshot shows two buttons at the bottom of the page. The 'Add to Cart' button is highlighted in yellow, and an orange arrow points to it. To its right is a button labeled 'View Cart and Checkout' with a shopping cart icon.


→ This box will appear. Click Close.

Principles of Marketing

Add Study Materials

Thank you for choosing CLEP. You've taken the first step towards earning college credit for what you already know.

- **2021 CLEP Official Study Guide**
Book | \$24.99
This study guide provides practice questions for all 34 CLEP exams. The ideal resource for taking more than one exam. Offered only by the College Board.
- **CLEP® College Composition and College Composition Modular Examination Guide**
PDF Document | \$10.00
This guide provides practice questions for the CLEP® College Composition and College Composition Modular Exams.


 [Close](#) [Add Materials and Checkout](#)


Humanities

→ Now click View Cart and Checkout.

ties

World Languages

 [View Cart and Checkout](#)



➔ **Do not panic** when you see an \$89 charge in the cart. **It will go away.** Click **Register and Checkout.**

Your Shopping Cart

Acceptable payments are valid credit or debit cards. If you are eligible for DANTES funding, each individual exam total will reflect its application if considered valid. Are you eligible for DANTES funding? Check [eligibility rules \(pdf\)](#).

EXAM/ITEM NAME	ITEM DETAILS	UNIT PRICE	QTY	DISCOUNTS	TOTAL
College Composition	130065321 EXAM	\$89.00	1 remove	N/A	\$89.00

Shipping and tax will be calculated during checkout, if applicable. Subtotal: \$89.00
Additional test center fees may apply when taking the exam.

What is a promotion? Enter a Promo Code

Add Promo Code

Do you have an exam voucher? Enter Voucher

Add Voucher



Register and Checkout

➔ **You will now register with your personal information and answer general questions. Make certain you select the correct military options when prompted.**

Do you have a government issued ID?	Yes	
Are you eligible for DANTES funding and are not a veteran?	Yes	
	DANTES Eligibility Rules (pdf)	
Please Select a DANTES Category:	A member of the military	
Branch of Service:	Air Force	
Military Status:	Active Duty	
Current Pay Grade:	Enlisted Personnel	
	Pay Grade 3	

➔ When asked “Where would you like to take your exam?” Select At a CLEP Test Center. You do not need to click on the Find a test Center link, your test center is at the Education Center at Dover AFB. Click Save and Continue.

Please select your Preferred Test Center

You must select where to test—at a CLEP test center OR at home with remote proctoring.

CLEP test center: You must contact the center directly to schedule your exam and get information about proctoring fees (separate from your CLEP exam fee) and cancellation policies. You can test at any CLEP test center, not only the preferred center you select today. If you require a testing accommodation, contact your test center well in advance of the exam date to make the necessary arrangements.

Remote proctoring: You'll be charged a \$30 proctoring fee at checkout. Later, you'll receive an email with instructions for scheduling your exam with Proctortrack. The administrative fee is refundable within 7 days of purchase. After 7 days, you won't receive a refund. If you require a testing accommodation, you must get approval from the College Board prior to completing your CLEP registration.

Where would you like to take your exam?

At a CLEP Test Center

[Find a test Center](#)

At home using remote proctoring [?](#)

Exit

Previous

Save and Continue



➔ Continue through the registration process.

We reserve the right to change the terms of this Privacy Policy from time to time by posting an updated Privacy Policy. We encourage you to review this Privacy Policy periodically for any changes or updates.

If you have questions about this Policy or College Board privacy practices, please contact us at privacy@collegeboard.org or 250 Vesey Street, New York, NY 10281.

I understand and agree to the Privacy Policy outlined above.

Retest Policy:

You may not repeat an exam for the same title within three months of the initial testing date. If you retake the exam within the three-month period, your administration will be considered invalid, your score will be canceled and any test fees will be forfeited. Inquire about your college's regulations before registering for retesting. DANTES-funded examinees: Effective December 11, 2010, DANTES no longer funds retesting on previously funded CLEP exams with the same title. However, service members may personally fund a retest after waiting three months.

College Composition

I understand and agree to the CLEP retest policy outlined above.

As a veteran, I plan to seek reimbursement from the U.S. Department of Veterans Affairs for this exam. For more information, go to the [CLEP for Veterans section](#).

When did you decide to take this CLEP exam?

Within the last 3 months

Exit

Previous

Save and Continue



➔ When asked about Send Score Information, you can either have them send your results to your university of choice or select Wait to send scores. Your scores will be **automatically sent** to the CCAF with either selection.

Send Score Information

The College Board offers one complimentary score send to an institution of your choice. For each exam from your shopping cart, please select the college, university, or private institution that should receive your exam score. Your complimentary score send cannot be sent to yourself or any private residence. To request a transcript, please call us at 1-800-257-9558. Your complimentary score send expires once you take the examination. Test takers will be required to pay \$20 for additional score sends or score send requests made after their test date.

The screenshot shows the 'Send Score Information' form. A red box highlights the 'College Composition' dropdown menu with the text 'Select from list of colleges or ...'. Below it is a 'Find College/University' button. An orange arrow points from this button to the right. Below the button, the text 'Send Score: Wilmington University - Delaware College Code: 5925' is displayed. A blue bar contains a checked checkbox: 'I authorize CLEP to release my exam score to the institution listed above.' Below this is another red box highlighting the 'Information Systems' dropdown menu with the text 'Wait to send scores'. To its right is an unchecked checkbox: 'Use same selection as above.' Below this is a yellow bar with a checked checkbox: 'I understand that if I do not elect an institution to receive my scores prior to test day, I will forfeit my complimentary score send and will be required to pay the standard \$20 fee.' At the bottom, there are three buttons: 'Exit', 'Previous', and 'Save and Continue'. An orange arrow points from the 'Save and Continue' button to the right.

➔ If you choose Select from list of colleges or universities you will need to click the Find College/University button. Enter your school information. When it correctly populates, click Send My Exam Scores Here.

The screenshot shows the 'Find College/University' search form. A red box highlights the search input field with the text 'Enter a College or University Name *' and the populated text 'Wilmington University - Delaware - 320 Dupont Highway, New Castle, DE 19720, United States'. Below the input field is a 'Select a Country *' dropdown menu with the text 'Choose a country'. An orange arrow points from the search input field to the right, towards a yellow 'Search' button. Below the search form, the search results for 'Wilmington University - Delaware' are displayed. A red box highlights the phone number '302-356-4636' and the link 'Send My Exam Scores Here'.

➔ After Clicking Save and Continue you will be able to review your order.
You may remove whatever items you don't want at this point. Notice that the Total is now **\$0.00**.

Checkout & Registration



Please review before clicking on 'Place Your Order':

- Make sure 'Send Score' and 'Funding Action' information are correct. If you are retaking a CLEP Exam, you must select 'Self Funded'. DANTES only funds the \$89 exam fee for the first exam attempt per test title.
- If purchasing a CLEP Official Study Guide, verify that your shipping information at the bottom of the page is correct.

Please review your order

EXAM/ITEM NAME	ITEM DETAILS	UNIT PRICE	QTY	FUNDING ACTIONS	TOTAL
College Composition Institution: (5925) Wilmington University - Delaware address: 320 Dupont Highway New Castle DE US 19720 Edit	130065021 EXAM	\$89.00	1 remove	<input checked="" type="radio"/> DANTES <input type="radio"/> Self Funded	\$0.00
Information Systems Send Score: Wait to send scores Edit	130065348 EXAM	\$89.00	1 remove	<input checked="" type="radio"/> DANTES <input type="radio"/> Self Funded	\$0.00
CLEP Information Systems Examination Guide	200060736 PDF	\$10.00	1	DANTES	\$0.00

Shipping and tax will be calculated during checkout, if applicable. **Subtotal: \$0.00**
Additional test center fees may apply when taking the exam

Tax: \$0.00

Total: \$0.00

[What is a promotion?](#) Enter a Promo Code

Add Promo Code

Do you have an [exam voucher](#)? Enter Voucher

Add Voucher

➔ Scroll down. Click Place Your Order.

Don't forget to schedule your Appointment to Test:

Please [contact your test center](#) directly to find out about Exam administration schedules, administrative fees (separate from your CLEP exam fee), registration dates and deadlines after completing your Exam registration.

For at-home test takers, follow the instructions in your registration confirmation email to set up an account and schedule an exam with Proctortrack.

I agree to the [College Board Terms and Conditions](#)

You will be directed to a College Board payment page to submit payment. You will be returned back to this site and receive a confirmation for your order and/or registration.

Exit

Previous



Place Your Order

➔ Here is where you will find the Registration Ticket that you need to print and bring with you when you go take the test.

Order Confirmation

Thank you for placing your order. You can view the details of your order by clicking on the order ID: [1832427](#)

Please be sure to bring your CLEP Exam Registration Ticket(s) for EACH exam to the test center at the time of testing. The Exam Registration Ticket is required. *To Print your ticket - Requires Adobe Reader (latest version recommended)*



Ticket ID: 11484067

College Composition

[Print your Registration Ticket \(.pdf\)](#)



Ticket ID: 11484068

Information Systems

[Print your Registration Ticket \(.pdf\)](#)

Contact your test center to schedule the exam appointment.

Your Preferred Test Center is:

You don't have a preferred test center.

You can download the PDFs you've purchased. You can also find them in [My Study Materials](#).

CLEP Information Systems
Examination Guide

[Download PDF](#)

**CLEP**

CLEP Exam Registration Ticket

TEST TAKER INFORMATION:

First Name, MI, Last Name:

[REDACTED]

Address:

[REDACTED]

Country: **United States**Government Issued ID: **Yes**

Date of Birth:

[REDACTED]

Gender: **Female****Dantes Funded****REGISTRATION INFORMATION:**TICKET ID: **11484067**EXAM TITLE: **College Composition**PREFERRED TEST CENTER: **CLEP test center**SCORE RECIPIENT: **Wilmington University - Delaware**USE TICKET BEFORE: **December 30, 2021****SCHEDULE YOUR CLEP EXAM:****If you're testing at a CLEP test center:**

Visit clep.collegeboard.org/test-center-search to find a test center for your exam. You may test at any official CLEP test center but **MUST** contact the center directly to schedule your exam.

If you're testing at home with remote proctoring:

Within 24 hours after registering for your CLEP exam, you'll receive an email from CLEP with a link to create an account and schedule your exam with Proctortrack, CLEP's remote proctoring vendor. You'll need your ticket ID to set up your Proctortrack account.

Record your exam day details:

Test Date:

Time:

Test Center Name and Address:

Test Center Phone Number:

Test Center Email:

WHAT TO BRING ON EXAM DAY**Bring to CLEP test center or remote proctoring exam appointment:**

- Acceptable and valid form of photo identification (the name listed on your IDs must exactly match the name printed on this ticket)
Visit clep.collegeboard.org/exam-day-info for details.

Bring only if testing at a CLEP test center:

- This CLEP exam registration ticket.
- Test administration fee (each test center charges an additional administration fee). Contact your test center for additional information.

The following items aren't permitted in the test center or remote proctoring room:

- Cellular phones/pagers, smartphones, listening/recording devices, photographic devices, calculators, dictionaries/books/pamphlets, digital/alarm/wristwatch cameras, hats/hoodies, papers of any kind, mechanical pencils/pens/highlighters, flash/thumbdrives, tobacco products, slide rules, compasses or rulers, and food or beverages