




March 11, 2019

MEMORANDUM

TO: District Board of Trustees

FROM: Jim Murdaugh, President 

SUBJECT: Offering New Testing Service for CLEP Exams and Approval of Service Fee

Item Description

The TCC Testing Center has received approval to become a certified Educational Testing Services (ETS) site to administer the College Level Examination Program (CLEP) examinations. CLEP is one of the acceleration mechanisms approved by the Florida Department of Education for students to receive credit for college courses if they score at a state approved level on the examinations. This item is to request approval for TCC to charge a \$10 per exam service fee to offset new costs for materials, supplies, and any required maintenance on the computers used to administer the CLEP exams.

Overview and Background

The College Level Examination Program (CLEP) allows students to demonstrate prior knowledge in college subject area such as English and literature, science and mathematics, history, foreign language, social sciences and business. Passing the examination at a state approved level allows a student to earn three or more hours of college credit in that subject area. Each exam costs approximately \$85 (plus a testing center service fee) compared to the average in-state tuition and fees of a three-credit hour course of \$302.49.

Currently, TCC students who wish to use this acceleration mechanism are referred to FSU's Testing Center. Students pay a fee directly to CLEP for each exam they wish to take and then a non-refundable \$15.50 fee to FSU. We would like to begin offering this service through the TCC Testing Center for a \$10 service fee per exam. This fee would only apply to students who choose to take a CLEP exam to earn accelerated credit. The Testing Center would be open to serve any students and/or community members who wish to use our testing facility for a CLEP exam. The minimal service fee would offset new costs for materials, supplies, and any required maintenance on the computers used to administer the CLEP exams to remain in compliance with the signed service agreement with ETS.

Past Actions by the Board

Prior approval of service fees for test administration of HESI (nursing examination) and CJBAT (Criminal Justice).

Funding/Financial Implications

\$10 service fee per examination

Staff Resource

Sheri Rowland

Recommended Action

Approve service fee for CLEP testing administration