Credit by Examination

UTEP recognizes academic achievement acquired outside the classroom and is pleased to offer UTEP credit for the courses listed below based on successful performance on the College Level Examination Program (CLEP) tests and DSST (DANTES Subject Standardized Tests), and departmental examinations. These tests, cut-off scores, and testing policies have been approved by the academic colleges and departments teaching the respective courses. There might be other areas in which departmental examinations can be given for credit; please contact the appropriate academic departments for the availability of such examinations.

Credit by Examination Policies

1. Credit by examination is available to all UTEP students unless credit has been earned for a higher level course in that subject area, or a grade other than W has been received in the course. For example, a student wishing to take SOCI 1301 must not have taken the course already or have taken an upper level sociology course in order to get credit for the CLEP exam.

2. Official score reports must be sent directly from the testing agency to the Office of Admissions and Recruitment. The Admissions Office is responsible for uploading the credit into the system.

3. Departmental test results and recommendations, with the approval of the department chair and the academic dean, must be sent directly to the Records Office.

4. If a student has received credit by examination at another institution and has completed more advanced work in that subject area with a grade of C or better, credit will be allowed on the basis of the other institution's transcript. Otherwise, official score reports must be submitted directly from the testing agency to the Office of Admissions and Recruitment.
5. Credit earned by examination satisfies degree requirements in the same way as credit earned by classroom instruction. There is no limit to the amount of credit that can be earned by examination, and credit by examination can be used to meet prerequisites for higher-level courses.

6. Credit earned by examination does not fulfill the UTEP degree requirement for completion of 30 semester hours in residence.

7. Credit earned by examination is recorded as a grade of CR. It is included in hours earned, but not in the grade point average calculation.

8. Credit by examination is recorded on the official UTEP academic record after a student’s first enrollment at the University.

9. Changes in credit by examination policies, tests, and cut-off scores become effective the semester after the changes are approved.

For a current list of exams and corresponding credit, please visit www.utep.edu/creditbyexam

**PLACEMENT VERSUS CLEP EXAM AND FOREIGN LANGUAGE**

Liberal Arts students must take a placement exam if they desire to take Spanish, French or German for their foreign language requirement. CLEP cannot be used for foreign language requirements. If students complain, you can explain that CLEP is a $100 test and Placement is $15 and the added benefit of taking a placement exam is that there is a potential to test out of the requirement if their score reaches the highest level which is 33xx provided the student is on a Fall 2013 or newer catalog.

**CAN STUDENTS TAKE LANGUAGE CLEP EXAMS FOR ANY OTHER REASON?**

Yes! If students are in need of credit hours to reach the 120 minimum required for the degree, and took a different language for their foreign language requirement, for example LING 2303 and LING 2304 or PORT 2301 and PORT 2302, then taking a CLEP exam and passing it will give students credit for their missing hours. Keep in mind that all other rules apply. If the student took a placement exam and scored into a 3300 level and was marked proficient in the language on their degree plan and then went on to take an upper level Spanish or French course, then as long as they have upper division credit in that area they are not allowed to take CLEP tests in that area for missing hours. **(Refer to the #1 on the previous page).**