

## College-Level Examination Program (CLEP) in DARS and u.select

College-Level Examination Program (CLEP) courses and scores can be encoded in DARS and displayed in u.select. In the examples below, the Examination score will be entered as the credit for the course. In the articulation rules, the LimHrs field will be used to test for a minimum score.

Examinations in 33 Subject and 5 General areas are available through the CLEP program. Examination results for the general population are sent from the College Board to the campus. Examination results for service personnel are on a military transcript, or sent from DANTEs.

CLEP examinations before 2001 were taken in paper and pencil format. Since July 2001, all 34 CLEP examinations are administered on computers. In March 2004, 14 paper and pencil administered General and Subject examinations became available for active service personnel.

Each CLEP Examination has an ACE recommended minimum score ([http://www.acenet.edu/AM/Template.cfm?Section=Search&section=Guide\\_PDFs&template=/CM/ContentDisplay.cfm&ContentFileID=507](http://www.acenet.edu/AM/Template.cfm?Section=Search&section=Guide_PDFs&template=/CM/ContentDisplay.cfm&ContentFileID=507), page 19).

The list of CLEP examinations is posted at:

[http://www.dars.mntransfer.org/updates/documents/pdf/CLEP\\_titles.pdf](http://www.dars.mntransfer.org/updates/documents/pdf/CLEP_titles.pdf) .

Note: Request a DARS Catalog for CLEP at

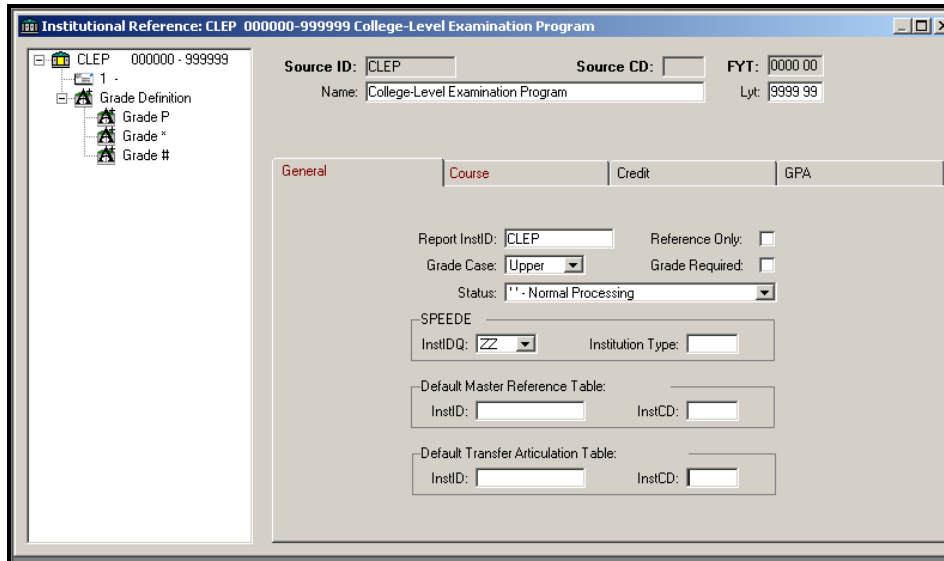
[http://www.dars.mntransfer.org/updates/Standardized\\_Exams.pdf](http://www.dars.mntransfer.org/updates/Standardized_Exams.pdf)

Encoding occurs in

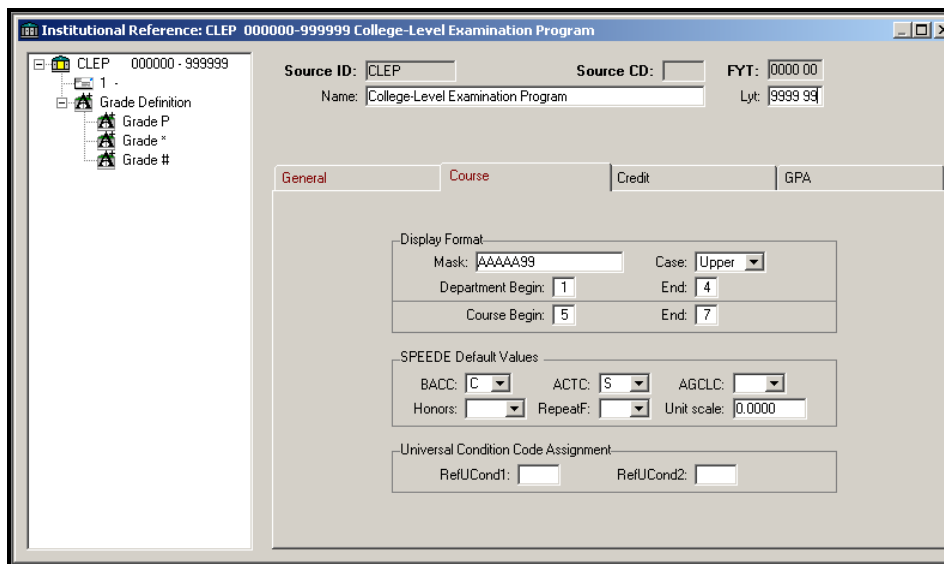
- Source Institutional Reference Table
- Target Institutional Reference Table
- Source Transfer Articulation Table

### Source Institutional Reference Table

Identify the source for CLEP on the General tab of the Institutional Reference Table. The SourceID is < **CLEP** > (this is not FICE defined but must be < **CLEP** > to show in CAS), the Report InstID is a unique identifier, and the SPEEDE InstIDQ is set to < **ZZ** > (Other). Status is set to "Normal Processing" to display in CAS.



Course tab values: Mask is < **AAAAA99** >, Department Begin < **1** >, Department End < **4** >, Course Begin < **5** >, Course End < **7** >. Set the BACC value to < **C** > CLEP, and ACTC set to < **S** > Semester.



On the Source Grade Definition table, the Institution-to-Universal grade of an asterisk (any grade) < **\*** > is translated into the Universal Grade (UGrade) of < **CLEP** >.

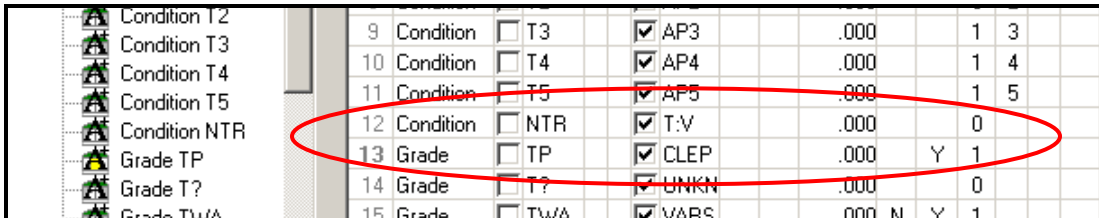
The Source Grade of < **P** > is used for manually processing General Exams.

	Type	IU	Grade	A	R	UI	UGrd	Acu	Rcu	GPA	Calc	Crtd	Ct	C1	C2	UC1	UC2	Yr	Trm	Range
1	Grade	<input checked="" type="checkbox"/>	P			<input type="checkbox"/>	(501)			.000	N	N	1							-
2	Grade	<input checked="" type="checkbox"/>	*			<input type="checkbox"/>	CLEP			.000	N	Y	X							-
3	Grade	<input checked="" type="checkbox"/>	#			<input type="checkbox"/>	(513)			.000	N	N	0							-

## Target Institutional Reference Table

In the example below, the Universal Grade of < **CLEP** > is defined on the Target institutional reference table. The Universal Grade of < **CLEP** > is checked in the U-to-I direction. In the example below, the Universal Grade of < **CLEP** > becomes < **TP** >.

To process non-successful CLEP scores, add a user-defined condition (T:COND). In the example, we have used < **T:V** > to assign a non-successful grade < **NTR** >, with no credits, no count, and no GPA affect.



Condition T2	9	Condition	<input type="checkbox"/>	T3	<input checked="" type="checkbox"/>	AP3	.000		1	3		
Condition T3	10	Condition	<input type="checkbox"/>	T4	<input checked="" type="checkbox"/>	AP4	.000		1	4		
Condition T4	11	Condition	<input type="checkbox"/>	T5	<input checked="" type="checkbox"/>	AP5	.000		1	5		
Condition T5	12	Condition	<input type="checkbox"/>	NTR	<input checked="" type="checkbox"/>	T:V	.000		0			
Condition NTR	13	Grade	<input type="checkbox"/>	TP	<input checked="" type="checkbox"/>	CLEP	.000	Y	1			
Grade TP	14	Grade	<input type="checkbox"/>	T?	<input checked="" type="checkbox"/>	UNKN	.000		0			
Grade T?	15	Grade	<input type="checkbox"/>	TWA	<input checked="" type="checkbox"/>	VABS	.000	N	Y	1		
Grade TWA												

If the grades (TP and NTR) are new, add them to your Globe Grade table.

## Transfer Articulation Table

CLEP paper and pencil exams (000000-20021, and 20045-999999) are defined in the source rules with < **P** > as the first byte of the Source course number (5<sup>th</sup> position). Example: CLEPP04.

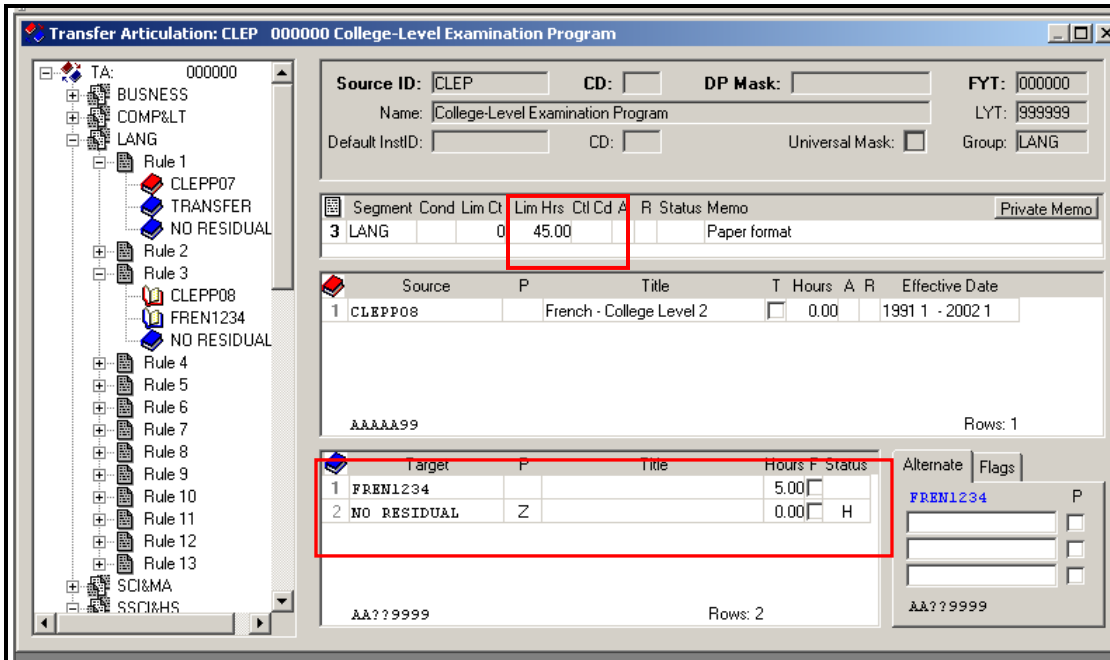
CLEP computerized exams (July 2001-Present) are defined in the source rules with < **C** > as the first byte of the Source course number (5<sup>th</sup> position). Example: CLEPC04.

CLEP exams are scored from 20 to 80. Since a variety of different scores could be the minimum needed to grant credit for different tests, using the score as the grade is not realistic. In this application, the score is entered as the credit for the course. On the articulation rules, the LimHrs field is used to test whether the minimum score has been reached. LimHrs is set to the ACE recommended minimum score which the source course must have in order to be articulated by this rule.

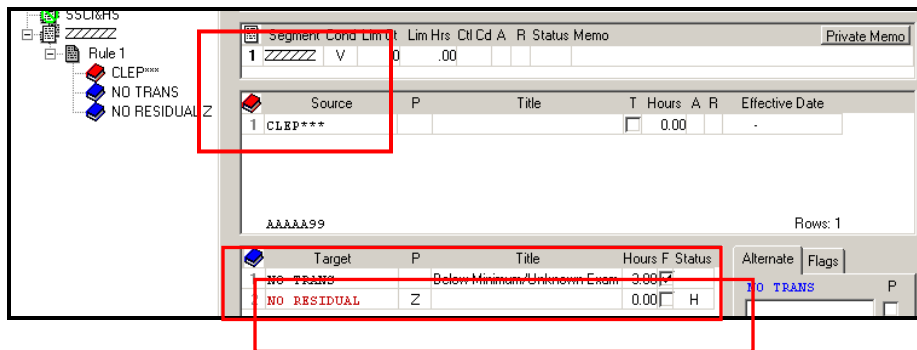
Note: CLEP General Exams taken before 20021 are scored from 420-500, and are discussed at the end of this document.

In the example below, paper and pencil administered French Language Level 2 (**CLEPP08**), with a minimum score of 45, is awarded 5 credits of FREN1234. The Target course credits are not forced.

The remaining (residual) credits are eliminated by the NO RESIDUAL rule and the < **Z** > flag (Eliminate Residual Credit/GPA). The residual credit must be eliminated, and hidden from CAS, on each rule.



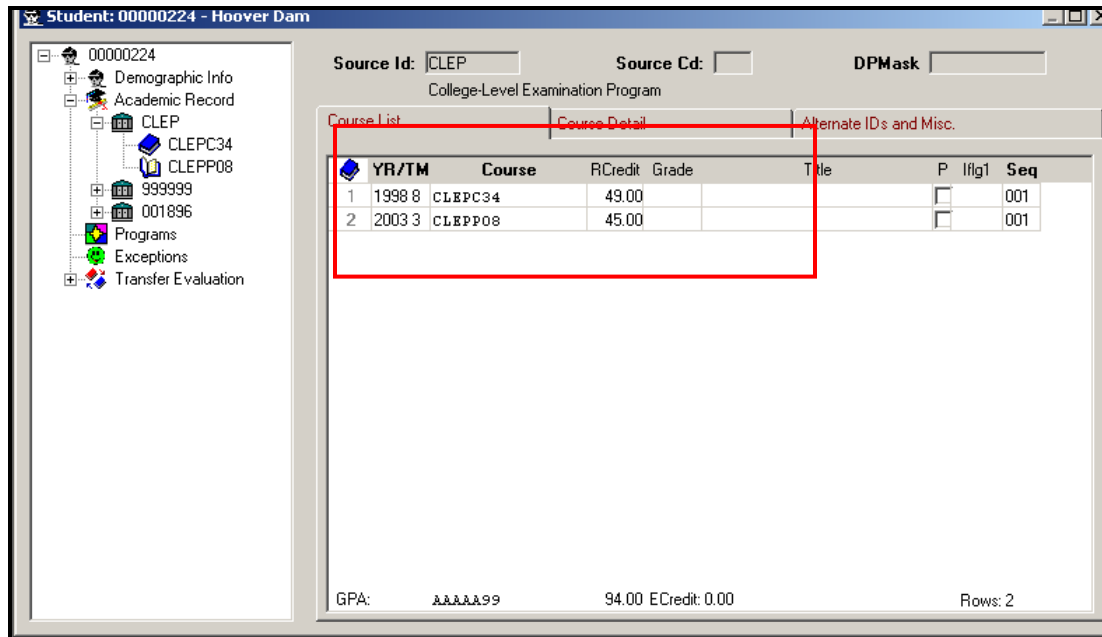
Any course not meeting the minimum LimHrs check for an exam will fall to the last (ZZZZZZ) rule. In the rule below, the NO TRANS pseudo-course, with 3 hours (NOTE: these hours are arbitrary and are not assigned to NO TRANS), is assigned with ForceHrs field checked. The NO RESIDUAL is assigned the institutional course flag of < Z > with the Status hidden < H >. The assigned condition code applied to unacceptable courses is a user-defined Cond (< V > in this example).



### Student Academic Record (Joe Cool)

In our example, the student has taken French Language Level 2 (paper format), with an acceptable score of 45, and computer format Introduction to Business Law, with an unacceptable score of 49. The exam scores are entered as Registered Credit.

French Language Level 2 Paper/Pencil is < **CLEPP08** >  
 Introduction to Business Law Computer is < **CLEPC34** >.



### Appearance on the audit:

French – College Level 2, with the acceptable score of 45, articulated to FREN1234 with 5 credits of TP. Intro to Business, with the unacceptable score of 49, articulated to NO TRANS, Score is below the minimum, with zero credit of NTR.

```

EVALUATED COURSEWORK HAS BEEN RECEIVED FOR
YOU FROM THE FOLLOWING:
*   College-Level Examination Program
    Abbreviated on report as: CLEP
    Courses Taken From F 1995 to F 2002
F 95 FREN1234      5.0 TP      French - College Level 2
                   CLEP      : CLEPP08
F 02 NO TRANS     0.0 NTR     Below Minimum/Unknown Exam
                   CLEP      : CLEPC34

```

### General Examinations taken before 20021.

CLEP Paper and Pencil General Examinations: English Composition, Humanities, Social science and History, College Mathematics, and Natural Sciences, have a cut score of 420. These examinations must be articulated manually with a grade rather than a score.

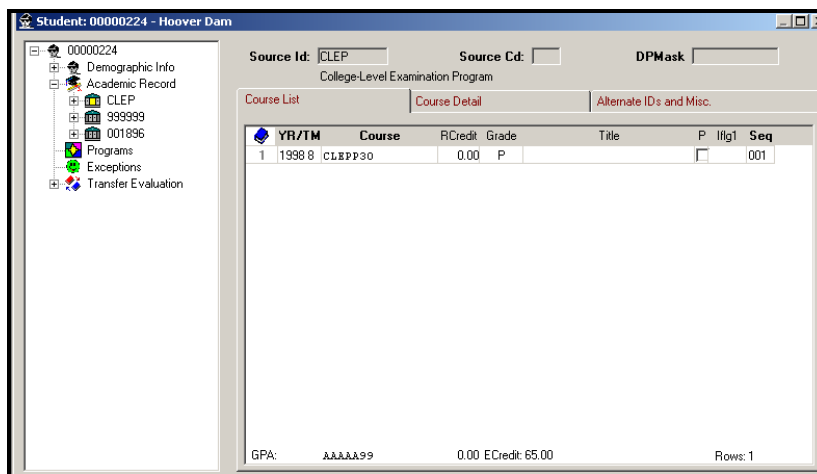
To do this, you will need to add the grade of < P >, with the Universal grade of < (501) > to the CLEP Institutional Reference Grade table. Make sure this grade is also defined on your Target Institutional Reference Grade Table and the Globe Grade Table.

On the TA table, Paper and Pencil General Examinations (00000 – 20021) do not have a Lim Hrs.

The operator must manually review the score for the General Examinations. If the score for any given General Examination is 420 or higher, the student successfully passed the exam. On the student academic record (Joe Cool), enter the passing examination (e.g., CLEPP21) with a grade of < P >. You will not enter the score of these exams.

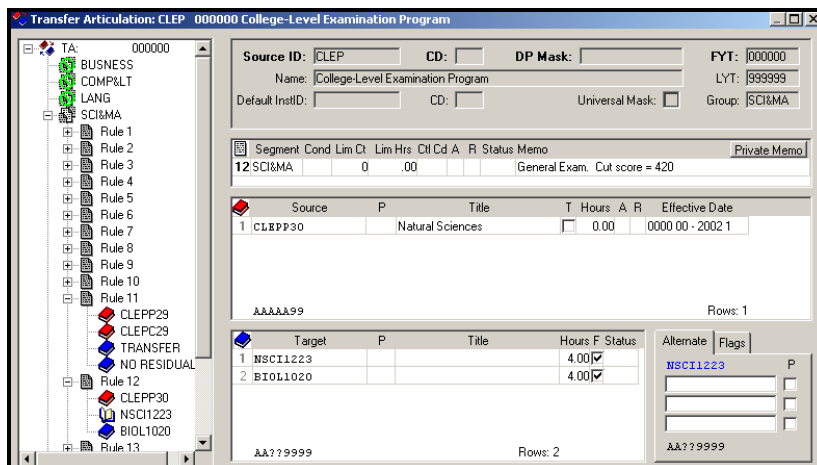
In the example below, the student successfully passed the Natural Sciences general examination. The student took the exam in the fall of 1998, with a score of 466. The grade of 466 is higher than the cut score of 420, and is passing.

The student examination results in Joe Cool show the Natural Sciences general exam of CLEPP30, with a Grade of P.



The TA rules for the General Examinations are Pass or Fail, and not looking for LimHrs. Because the examination results are processed as a grade rather than a score, no LimHrs or NO RESIDUAL rule are necessary. The course(s) must have the hours forced.

On the Target, course hours for a General Examination must be forced.



Revised: 2-13-2011