

Carl Albert State College

Placement Testing Procedures

Effective July 1, 2016

COMPASS and ACCUPLACER:

Fees:

- The COMPASS and ACCUPLACER tests consists of three sections, reading, writing and math. Each section is administered free of charge to admitted CASC students the first time it is taken.
- Retakes are administered at a fee of \$5.00 per individual section of the test.
- Non-CASC students pay of fee of \$10 per test section.

Payments Procedures for Retakes:

- Poteau Campus: Students must go to the Business Office to pay for test(s) and obtain a receipt. The receipt is then taken to the library.
- Sallisaw Campus: Students must go to the Business Office to pay for the test(s) and obtain a receipt. The receipt is then taken to the LRC.

Registration:

- Students must first visit the Admissions Office or the Enrollment Center and obtain a testing slip detailing which test(s) must be taken.
- The COMPASS and ACCUPLACER tests are administered on a walk-in basis. No registration is needed.
- Tests are administered on the Poteau campus in the Library and on the Sallisaw campus in the LRC.
- The tests are not timed. The entire test takes approximately 1-1/2 hours. Please arrive in time to allow yourself enough time to complete testing before the center closes.

Testing Policies:

- Student must have student CASC ID number
- A valid photo ID must be presented prior to testing
- Cell phones and electronic devices are not permitted during testing.

Hours:

- Monday – Thursday 8:00 a.m. – 3:00 p.m. and Friday 8:00 a.m. – 2:00 p.m.

Enrollment:

After enrollment ends for the semester (i.e. the 10th day of class), students in a remedial course will not be allowed to retake a COMPASS or ACCUPLACER test in order to “test out” of the course and must complete the remainder of the semester.

(revised 5/26/16)

CLEP EXAMS

Fees:

- CLEP exams are administered on the Poteau campus of Carl Albert State College.
- Each CLEP exam has an administration fee of \$20 paid directly to CASC.
- Each CLEP exam costs \$80 and is paid directly to CLEP.

Registration:

- CLEP exams are administered by appointment only.
- Registration is required.
- CLEP exams are purchased at <https://clep.collegeboard.org>
- CLEP exam registration ID is provided to the library at the time the test is scheduled.

Payments Procedures:

- Poteau Campus: Students must go to the Business Office to pay the exam administration fee and obtain a receipt. The receipt is provided to the library at the time the test is scheduled.

Testing Policies:

- Student must have a printed registration form from CLEP.
- Student must have a receipt from the Business Office for payment of administration fee.
- A valid photo ID must be presented prior to testing.
- Cell phones and electronic devices are not permitted during testing.

(revised 5/26/16)