TESTING CENTER

1100 College Avenue
Box 2204
Brookings, SD 57006
Phone: 605-688-6460
Fax: 605-688-6548
Email: sdsu.testing@sdstate.edu
Website: www.sdstate.edu/testing-center
Depending on the nature of the disability, students may qualify for:

- Additional time to complete test
- Distraction-free environment
- Large print
- A reader

If you have questions about these guidelines, policies, or procedures, please contact the Testing Center at 605-688-6460.

**Proctoring Services**

The Testing Center staff are available to proctor tests taken by students enrolled in online courses.

There is a $25 non-refundable charge per semester to proctor exams for non-South Dakota Board of Regents Institutions. For courses offered through a South Dakota Board of Regents Institution there is no charge. Students need to submit the proctor agreement form approved by that Institution **prior** to testing. Contact your instructor for the proper form.

**Students need to submit a proctor form along with the $25 payment **one week prior** to the first exam.**

**The Testing Center accepts cash (please no bills larger than $20), check, and credit cards.**
Advanced Placement

The Advanced Placement (AP) Examination is given at the high school level. Usually a student completes an AP course in high school and then takes the AP test at the end of the course. Students receiving an AP examination score that meets the Board of Regents guidelines may apply for credit to be transcripted.

All South Dakota state institutions are required to accept the same examinations and scores set by the South Dakota Board of Regents. The South Dakota public university system will only accept AP scores recorded by an institution within five years from the time the student took the exam.

A student's AP score report is sent to SDSU when the student places SDSU's school code (6653) on their test registration application. Once the AP score report is received the student can complete an Application for Placement Credit form in the Testing Center Office. There is no transcripting fee for this service. A form must be completed for credits to be added to a student transcript.

To see a listing of tests accepted for credit go to:

http://www.sdstate.edu/testing-center/advanced-placement
Placement

Students are initially placed at SDSU according to their ACT scores in English and the Math Index (includes ACT scores and GPA) in Mathematics. There are equivalences established for students who have SAT scores. Incoming Students who do not have a current ACT score (5 years or less) will be placed using Accuplacer as a placement test.

Transferring students who have not completed a college-level course on either area will be placed based on current ACT scores or the Accuplacer.

Students who are not satisfied with their placement may challenge their placement twice in Reading, English, and Math. There is an $18 fee to challenge existing scores.

Students who want to take calculus must take the Accuplacer calculus test. Students with a Math Index score of 1300 or higher can take the test for free. Students who are challenging their initial Math placement (i.e. a Math Index less than 1300) will have to pay the challenge fee of $18.

Students with previous knowledge of a foreign language who intend to take language courses at SDSU should take the CAPE Placement test, which is available at http://www.sdstate.edu/testing-center/modern-language-placement and/or go to the Department of Modern Languages for placement advise. Students cannot get lower-division credit in their first language.

For more information on placement go to: http://www.sdstate.edu/testing-center/placement
College Level Examination Program (CLEP)

Students can get college credit by taking CLEP tests. CLEP tests are national tests which can be taken at any national testing center. SDSU has been designated as a national testing center for CLEP. SDSU will only receive a copy of a student’s CLEP scores if South Dakota State University #6653 is chosen as a score recipient.

To take a CLEP test, Students must register and pay the $87 fee with CollegeBoard before taking the exam. Log-in to the CLEP Portal: https://clep.collegeboard.org and create a free account. Once a student registers for a test and pays the required fee an Exam Registration Ticket is created. The Exam Registration Ticket must be printed and brought along on test day.

Due to limited seating you must reserve your seat with the Testing Center one week before the date you wish to test. To reserve your seat complete the registration and pay the $20 seat fee at https://www2.registerblast.com/sdstate/Exam/List

Most CLEP tests are 90 minutes in length and consist of multiple-choice questions. CLEP tests may be taken again if results do not meet required scores, but examinees must wait 3 months before attempting the same examination.

Scores are shown on the computer after the completion of the exam.* If the established cut-off score is achieved the student must pay $8.50/credit and complete an Application for Placement Credit form at the Testing Center to have the credits placed on their transcript.

More information and Accepted Exam Scores can be found at http://www.sdstate.edu/testing-center/clep

* Results for the College Composition Exam with Essay will take approx. 3-4 weeks and come directly from CollegeBoard.