

CLEP® Account Creation Consent Form

The U.S. Federal Children’s Online Privacy Protection Act (COPPA) requires website operators to obtain parent/guardian consent before collecting personal information from children under 13 years of age. Currently, the College Board does not have an online tool to capture the parent/guardian consent, but we are happy to create the account on your child’s behalf with your permission. In order to do so, the following information as well as your signature is needed to create the account.

1. All information below is required in order to create the CLEP® account (username will be assigned).

- First (given) name _____
- Last name (surname) _____
- Gender _____
- Date of birth _____
- Email address of parent/guardian _____
- High school graduation year (or expected year) _____
- Security question (select one by clicking on the arrow below)

- Security question answer _____
- DOMESTIC ADDRESS
 - Address line 1 _____
 - Address line 2 (optional) _____
 - City _____
 - State _____
 - ZIP/postal code _____
- INTERNATIONAL ADDRESS
 - Address line 1 _____
 - Address line 2 (optional) _____
 - Address line 3 (optional) _____
 - City _____
 - Postal code (optional) _____
 - Region/province (optional) _____
 - Country _____

2. College Board Site Terms and Conditions and Privacy Policy

- By submitting this form requesting the College Board to create an account for your child, you and your child acknowledge that you have read the Site Terms and Conditions and Privacy Policy and agree to comply with these policies. If you do not agree or cannot comply, please do not submit this form. You will find the policies at the following links on the College Board website: Site Terms and Conditions (collegeboard.org/site-terms) and Privacy Policy (collegeboard.org/privacy-policy) governing the College Board’s website.

3. Account Creation

- Once the account is created, a CLEP services representative will call you to assist you in registering for CLEP exams. For all test-takers under the age of 13, a parent/guardian will need to contact CLEP services to register for any exams. The child is not permitted to make purchases. Once the test-taker reaches the age of 13, the username and password will be provided, and he/she may register for his/her exams online, using the CLEP account that has been created for them.

4. Parent/Guardian Consent

- By submitting the above personally identifying information about my child and signing this form, I give the College Board and its service provider, Educational Testing Service (ETS), permission to create and access a CLEP online account for my child, as identified in Section 1.
- Parent/guardian name: _____
- Daytime contact number (required to complete account creation and registration): _____
- Parent/guardian signature (print this document and sign here):

This form may be returned by fax to 610-628-3726 or by U.S. mail to CLEP, PO Box 6600, Princeton, NJ 08541-6600.

Please allow up to five business days after CLEP Services receives this form for account creation. CLEP Services will contact you with next steps to register for a CLEP exam. All data (unless identified as optional) is required in order to create the account. If any information is missing or incomplete, the form will be returned to the parent/guardian to complete. If you have any questions regarding this process, please call CLEP Services at 800-257-9558 or 212-237-1331, or send an email to clep@info.collegeboard.org.