

Chattahoochee Technical College offers exemption exams for the courses listed below:

- ◇ ALHS 1011 Structure and Function of the Human Body
- ◇ ALHS 1090 Medical Terminology
- ◇ BUSN 1100 Introduction to Keyboarding
- ◇ BUSN 1440 Document Production
- ◇ CIST 1001 Computer Concepts
- ◇ CIST 1130 Operating Systems Concepts
- ◇ CIST 1305 Program Design & Development
- ◇ CIST 1401 Computer Networking Fundamentals
- ◇ COMP 1000 Introduction to Microcomputers
- ◇ DFTG 1101 CAD Fundamentals
- ◇ DFTG 1103 Multiview/Basic Dimensioning
- ◇ ECCE 1101 Introduction to Early Childhood Education
- ◇ ECET 1101 Circuit Analysis I
- ◇ ECET 2101 Circuit Analysis II
- ◇ ENGL 1010 Fundamentals of English I
- ◇ ENGT 1000 Introduction to Engineering Technology
- ◇ FRSC 1101 Introduction to Fire Science
- ◇ FRSC 1132 Fire Service Instructor
- ◇ FRSC 1141 Hazardous Materials Operations
- ◇ INDS 1115 Technical Drawing
- ◇ MATH 1012 Foundations of Mathematics (w/ calculators)
- ◇ PSYC 1010 Basic Psychology
- ◇ SPAN 1101 Introduction to Spanish Language and Culture I
- ◇ WELD 1010 Oxyfuel Cutting

**Exemption exam results are final. There are no appeals.**

**See the reverse side for exam fees.**

### EXEMPTION EXAM SCHEDULE

DATE	TIME	CAMPUS	ROOM
1/30/18	9:30 a.m.	Marietta	D2203
2/8/18	3:00 p.m.	North Metro	A133
2/20/18	2:00 p.m.	Appalachian	215
3/6/18	9:30 a.m.	Mt. View	233
3/15/18	3:00 p.m.	Paulding	Building C
3/27/18	3:00 p.m.	North Metro	A133
4/12/18	9:30 a.m.	Marietta	D2203

**To register for an exam follow these steps:**

1. Secure an exemption exam application form from the registrar or student affairs with the necessary information from that office; it must have a signature from both a student affairs & bursar (cashier) office employee.
2. Pay the non-refundable fee (25% of tuition) at the cashier's office at one of the following campuses: Appalachian, Marietta, North Metro, or Paulding.
3. After completing Step 2, send an email to [Paula.Gronemeyer@chattahoocheetech.edu](mailto:Paula.Gronemeyer@chattahoocheetech.edu) stating the exam, time, campus, date, and your student ID number. Your student ID number must be included in the email.

Scheduling 48 hours prior to the examination time is required — this MUST be done through email. (Please complete Step 2 first.)

4. Bring the exemption exam form, a paid receipt, and a picture ID to the exam site.

**All communication must be done through email.**

**No Walk-ins.**

The CTC website, [www.chattahoocheetech.edu](http://www.chattahoocheetech.edu), has more information about exemption testing. Click on *Enrollment* on the menu bar of the homepage; click on *Records Office*; then click on *Exemption Testing*.

CLEP®---The College accepts College-Level Examination Program credit from the College Board, but does not offer the exams on campus. See the CTC catalog for exam credit accepted. Check the College Board website for available exams, fees, and test locations. [www.collegeboard.com](http://www.collegeboard.com)