APPLICATION FOR CREDIT – BY – EXAMINATION

PART I – To be completed by the Student

Name (Print) _____

Student ID _____   School of _____

Major Area of Study_____

Course for Examination _____ Course Title _____

Course Prefix and Number _____   Credit Hours _____

(Select one)   General Education   Elective   Major   Minor

Do you have a grade in this course already?   ____Yes   _____No

(*Course may not be retaken by examination*)

***Credit-by-Examination is noted and recorded as Pass/Fail on the transcript and is not calculated in the Grade Point Average**

Student's Signature _____

Date of Application _____   ___ Cleared Business Office

PART II – Recommendation and Approval

Approved by   _____   _____
                          Faculty Advisor   School's Dean/Chairperson

Faculty Member to Administer and Evaluate the Test _____

Faculty Member's Dean _____

     Approved   Not Approved by Provost/Vice President for Academic Affairs

*Before administering the examination, student must show proof of payment for the examination

PART III – Faculty Report (*Attach examination to this form*)

Date of Examination _____

Score on Examination _____

Faculty's Evaluation   A+   A   A-   B+   B   B-   C+   C   C-   D

Signature of Faculty Member _____

PART IV – Approval and Recording

The student is awarded   ___Pass   ___Fail for the course

_____   _____
Office of the Provost   Date

_____   _____
Office of the Registrar   Date