

# Application for Credit by Challenge Exam

## Step 1: Completed by Student

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## Step 2: Faculty Recommendation

I have discussed the course competencies with the student and agree to his/her eligibility to complete the challenge examination for the following course:

Course Number: \_\_\_\_\_ Title: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

Faculty Member: \_\_\_\_\_

## Step 3: Fee Payment – Business Office

Challenge Examination Fee: \$25.00

Cashier: \_\_\_\_\_ Receipt number: \_\_\_\_\_ Date: \_\_\_\_\_

## Step 4: Testing Center

Take this form to the Testing Center for test administration (if applicable)

## Step 5: Faculty Credit Recommendation

Check one

Based on the results of the challenge examination, please award the credits as designated

No credit can be awarded, based on the results of the challenge exam

Signature: \_\_\_\_\_

## Step 6: Approvals

Academic Division Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Vice President for Student Learning: \_\_\_\_\_ Date: \_\_\_\_\_

Student Academic Services Dean: \_\_\_\_\_ Date: \_\_\_\_\_

## Step 7: Fee Payment – Business Office

Fee: \$15.00 per credit hour, maximum of \$90.00.

Total Fee: \_\_\_\_\_

Cashier: \_\_\_\_\_ Receipt number: \_\_\_\_\_ Date: \_\_\_\_\_

## Step 8: Forward to One Stop

Credits posted to:

Fall Spring Summer Year: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_