

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 LPN Challenge Examination Fee: \$35.00

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: _____