



Policy Name:	Credit by Examination
Policy Number:	1.126a
Effective Date:	June 1, 2007
Date of Last Revision:	July 24, 2019
Functional Area:	Academic Affairs

**Credit by Examination**

Name: \_\_\_\_\_

Student I. D. #: \_\_\_\_\_

Campus: \_\_\_\_\_

Program Major: \_\_\_\_\_

**I wish the challenge the following:**

Course Title/Name: \_\_\_\_\_

Course No. and Prefix: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Instructor/Department Head: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ADMINISTRATIVE FEE PAYMENT** \$ \_\_\_\_\_

Paid: \_\_\_ Cash \_\_\_ Check \_\_\_ M.O. \_\_\_ Credit Card

Staff I.D.: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**APPROVAL OF GRADE**

Exam Score \_\_\_\_\_ Grade \_\_\_\_\_

Instructor \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## PROCESSING AUTHORITY

Received by:

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Registrar / Student Records Officer

Review Process:

	Reviewing Council/Entity	Review Date	Effective Date
	Student Affairs Officers		
	Academic Affairs Officers		
	Regional Directors		
	Vice President for CTE		

Policy Reference: LTC Policy# IS100.9

LTC Policy IS1930.126 Credit by Examination

LTC Policy IS1930.152 Grade Symbols and Designations

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