

This request will only be processed when all signatures have been obtained and the \$35 fee is paid to Student Accounts (see below for additional fees)

APPLICATION FOR CHALLENGE (Credit by Exam)

Student's Name: _____ ID _____

Degree and major: _____

Wishes to challenge the following course(s) during the Fall, Spring, or Summer Year: _____

_____ credits _____

Subject, Course Number, Title

Preparation, knowledge, and/or experience to take the challenge exam for this course(s) is:

This petition has been approved by:

• Signature of **Course Instructor** _____ Date _____

Course Instructor (please print) _____ Email _____

• Signature of **Department Chair for Course** _____ Date _____

• Signature of **Student's Academic Dean** _____ Date _____

Undergraduate degree-seeking students may challenge UI lecture and associated lab courses – earn credit by exam – as follows:

- No exam under this regulation may be conducted during the last two weeks of any academic session.
- Students are not permitted to challenge a prerequisite course after having completed the more advanced course.
- Students must receive permission from the course instructor, the department administrator, and their academic dean to challenge a course. After permission is obtained, the student must pay the application fee to Student Accounts and then submit application to the Registrar's Office. **The Registrar checks the student's record and, if the student is eligible to challenge, notifies the instructor to proceed with the exam—the application must be submitted prior to completing the exam.**
- Undergraduate students must earn a grade of C or higher to pass and obtain credit. A passing grade is entered as a P and is not included in the grade-point average. If student does not meet these standards, no entry is made on the record.
- Results of challenged courses must be forwarded to the Registrar no later than the beginning of the last week of the semester. **Forms will be considered null and void if no grade is submitted by the instructor by this deadline.**

My signature below verifies that I have read and meet the above qualifications to earn credit by exam. I understand that my account will be charged the \$75 per course fee once credit has been awarded. I accept responsibility to contact Student Accounts regarding payment.

Student's Signature _____ Date _____

REGISTRAR USE ONLY

Date Notice Sent to Instructor _____ Last Day for Exam _____ Grades Due _____ Acct Charged _____