

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 _____

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.
- Credit in courses offered by the College of Law may not be obtained by this procedure.
- Students must submit evidence to the course instructor that they have sufficient knowledge to challenge a course. After the students has obtained permission to challenge a course by the instructor, the department chair, and his or her academic dean, the application fee is paid and the completed petition is filed with the Registrar. **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. Graduate students must score a B 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 students do not meet these standards, no entry is made on their records.
- 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 _____