

Department Credit by Examination Form

* *Please print all information*

* **This form is for Matriculated Undergraduate Degree-Seeking Students ONLY**

Complete the following steps:

1. **Obtain Department approval to take examination.**
2. **Present this form to the Office of Treasury Services for verification of \$20.00 examination fee payment. The Office of Treasury Services will forward this form directly to the Department Chairperson after fee-payment.**
3. **Result of examination. If the earned grade is passing, this form will be forwarded by the Department directly to the Office of the University Registrar for processing.**

STUDENT INFORMATION

Name:	CSU Student ID #:
Current College:	
<input type="checkbox"/> Business <input type="checkbox"/> Collegiate Studies <input type="checkbox"/> Science <input type="checkbox"/> Urban Affairs <input type="checkbox"/> Liberal Arts & Social Sciences <input type="checkbox"/> Engineering <input type="checkbox"/> Education and Human Services	

Department Approval:

Subject (e.g. ENG):	Course Number (e.g. 101):
Approval of Department Chairperson:	Date:

Treasury Services (Forward this form directly to the Department Chairperson after fee-payment):

Treasury Services Verification:	Date:
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Place Office of Treasury Services Stamp Here

Result of Examination (Forward this form directly to the Office of the University Registrar for processing):

Subject (e.g. ENG):	Course Number (e.g. 101):	*Credit Hours:
Name of Department Chairperson (Please Print):		Date:
		X
Signature of Department Chairperson		

If credits to be awarded are greater than credits carried by the course, please indicate prior courses in a sequence for which credits are being granted.

* **Student Signature (required):** _____ **Date:** _____