

Student fills out first two lines. 'Remarks' reserved for use by instructor and/or department chair; instructor notes proposed date, time and place of examination under 'Remarks'. If approved by department chair, student pays fee at the Cashier's Office prior to examination and returns form to instructor. After exam is graded ('P' or 'U'), instructor returns form to the Office of Admissions and Records. Completed forms cannot be submitted by student. Please note: This credit does not count toward full-time enrollment for the term in which the exam was taken or credit was awarded.

Name _____ Student ID **M-** _____

Catalog Year _____ Course Number, Title and Credit Hours _____

 Instructor Approval _____ Date _____ Department Chair Approval _____ Date _____

Remarks:

Cashier's Office: Fee Paid _____ Cash Receipt Number _____

To be completed after examination:

_____ Student Signature	_____ Date	_____ Instructor Signature	_____ Date	_____ Grade
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