



# ENROLLED GRADUATE APPLICATION FOR CREDIT BY EXAMINATION

Student name Student ID # E-mail

Mailing Address City State Zip

Credit by examination is an option available in some graduate programs. To earn credit by examination, you must obtain all signatures listed below in the order they are listed. Give this form, signed by the Academic Unit Head and the Cashier, to the instructor at the time you take the examination. Should credit be awarded, you will receive a copy of your updated transcript. A maximum of 9 credit hours can be earned through credit by examination or transfer from institutions other than JMU, with no more than 9 credit hours earned by a combination of exam or transfer.

Adviser's Name (please print) Adviser's Signature Date

\* \* \* \* \* \* \* \* \* \* \* \* \* \*

### FEE PAYMENT: UNIVERSITY BUSINESS OFFICE, WARREN HALL 302

Payment of the credit by examination fee is nonrefundable and applies to the course listed below. The cost for the exam is \$50 per credit hour attempted.

Cashier's Name (please print) Cashier's Signature Date

\* \* \* \* \* \* \* \* \* \* \* \* \* \*

### DEPARTMENT APPROVAL TO TAKE EXAMINATION:

Arrangements have been approved for the above student to take an examination to earn credit for:

Course Course Title Credit Hours

Academic Unit Head's Name (please print) Academic Unit Head Signature Date

\* \* \* \* \* \* \* \* \* \* \* \* \* \*

### AWARD FOR CREDIT:

- 1. The above student has successfully passed the above examination and should be awarded credit.
- 2. The above student has **not** passed the above examination and should **not** be awarded credit. (If this box is checked, do not forward to the Office of the Registrar.)

Instructor's Name (please print) Instructor's Signature Date

Academic Unit Head's Name (please print) Academic Unit Head's Signature Date

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If test credits are awarded, please forward to: Office of the Registrar MSC 3528  
Warren Hall 504A  
Harrisonburg, VA 22807

Entered by: \_\_\_\_\_  
Date: \_\_\_\_\_