



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 Name (please print) Adviser Signature Date

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FEE PAYMENT: UNIVERSITY BUSINESS OFFICE, STUDENT SUCCESS CENTER 5100

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.

UBO Representative Name (please print) UBO Representative Signature Date

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DEPARTMENT APPROVAL TO TAKE EXAMINATION:

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

Course Subj. and No. Course Title Credit Hours

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

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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 Name (please print) Instructor Signature Date

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

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If test credits are awarded, please forward to: Office of the Registrar Student Success Center 738 South Mason Street, MSC 3528 Harrisonburg, VA 22807

Entered by: _____ Date: _____