



UNIVERSITY OF  
SOUTH DAKOTA

# CREDIT BY VERIFICATION

Instructions: Complete Part A of this form. Have the instructor complete Part B. Obtain the approvals of the chair of the department in which the course is offered (Part C) and the dean of your college/school (Part D). In order for credit to be awarded, the form must then be filed with the Registrar's Office (Belbas Center 223).

## PART A: To be Completed by the Student

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
ID Number

Course for which you request credit by verification (ex: *HLTH 250 First Aid*):

\_\_\_\_\_  
Course Prefix

\_\_\_\_\_  
Course Number

\_\_\_\_\_  
Course Title

I request credit by verification for the above course.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## PART B: To be Completed by the Instructor

Check and complete either statement 1 or 2, and sign below.

\_\_\_\_ 1. This is to certify that the above named student was examined and is entitled to receive credit, with the grade of "CR," in the following course:

\_\_\_\_\_  
Course Prefix

\_\_\_\_\_  
Course Number

\_\_\_\_\_  
Course Title

\_\_\_\_\_  
Semester Hrs.

\_\_\_\_ 2. The above named student did not earn credit by verification.

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

## PART C: Approval of the Department Chair

\_\_\_\_\_  
Chair's Signature

\_\_\_\_\_  
Date

## PART D: Approval of the Academic Dean

\_\_\_\_\_  
Dean's Signature

\_\_\_\_\_  
Date

For office use only:

Recorded \_\_\_\_\_