



UNIVERSITY OF
SOUTH DAKOTA

CREDIT BY EXAMINATION

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) and the required fees paid.

PART A: To be Completed by the Student

Student Name (please print)

ID Number

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

Course Prefix

Course Number

Course Title

I request credit by examination 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 "EX," in the following course:

Course Prefix

Course Number

Course Title

Semester Hrs.

____ 2. The above named student did not earn credit by examination.

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 _____