Credit by Examination Request Form

Students admitted to a graduate degree program may request a maximum of 12 semester hours of coursework earned through Credit by Examination. Graduate credit by examination is available as Credit/No Credit only and is not included in the computation of the student's grade point average. If approved, the student should submit the required fee ($50/credit) to Student Account Services (989-774-3618, Bovee UC 119).

Student: ____________________ Signature: ____________________ ID#: ________________

Email: ____________________ Degree Program: ____________________

Requested Course(s) by Exam:

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<th>Course #:</th>
<th>Course Name:</th>
<th>Credit(s):</th>
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Experience and background to support the credit by exam request:

To be completed by examination instructor:

Cumulative GPA: __________ Any previous credit by exam? If yes, # of credit(s): ______

Confirmation Checklist:
- No credit eligible for transfer to CMU has been earned in the course requested by exam
- No higher-level course in that subject area was taken prior to requesting credit by exam
- Credit by exam may not be used to repeat any course previously taken that has not expired, either to remove a failure or to improve a grade
- At the time of request, the student has a degree plan in the Degree Progress System

Required Approvals:

Examination Instructor
Name: ____________________ Signature: ____________________ Date: __________

Department Chair (or Interdisciplinary Program Director)
Name: ____________________ Signature: ____________________ Date: __________

Graduate Studies
Name: ____________________ Signature: ____________________ Date: __________