

# CREDIT BY EXAMINATION

Western Carolina University

Registrar's Office

<http://registrar.wcu.edu>

A student may apply to be examined in any liberal studies course and any other course identified by a department head as available for "Credit By Examination." The student must present an approved permission form after the examination has been completed. Students making a **(3.0) or higher will receive credit**. Those making at least a "C" (2.0) do not receive credit, but are eligible for a waiver of a course requirement. With less than a "C" (2.0), credit may be earned only by regular enrollment during a subsequent semester. The GPA will not be affected by the grade made on the examination. **All credit by examination attempts must be completed prior to the semester of graduation.**

The examination procedure may be attempted only once for any one course. Students who have completed more than two collegiate courses in the field of study concerned may earn credit by examination only after securing written approval of the head of the department in which the course is offered. However, they may take the examination and secure a waiver of a curricular requirement by scoring a C (2.0) or higher.

*The fee for scheduling a course on a credit by examination basis is \$15.00. No fee will be assessed if the examination is being used to validate transfer credits or when the student is enrolled full-time during a fall or spring semester.*

**Please** ✓ : Semester:  Spring  Summer  Fall Year: \_\_\_\_\_

Student I.D.: \_\_\_\_\_

Student's Name: \_\_\_\_\_  
Last Name First Middle

Course Information: \_\_\_\_\_

Reason for scheduling this course: \_\_\_\_\_

Department Head's Signature: \_\_\_\_\_

Instructor's Signature: \_\_\_\_\_ Grade: \_\_\_\_\_

Advisor's Signature: \_\_\_\_\_

Note: Upon completion of this form, please submit to the Registrar's Office, 206 Killian Annex for processing.

Rvsd:  
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