

Credit By Examination Grade Report

1. Student name _____
2. Student ID number _____
3. Is this credit based on high school articulation? ___ No ___ Yes (if yes, no fee required)
4. Course ID and Title of credit by exam _____

(course ID)
(course title)
5. Credit hours awarded to student for credit by exam _____
6. **Letter** grade achieved by student on credit by exam _____ *(do NOT give numerical grade!)*

I recommend that the above named student be given credit for the above referenced course based on successful completion of credit by exam. Attached is a copy of the receipt of payment.

Instructor _____
Date

Dean _____
Date

Executive Vice President/Provost _____
Date

Office use only: credit officially posted on _____ by _____

(date)
(Signature of Records office personnel)

Transcript/letter _____