



1200 Kenwood Avenue, OneStop Student Services, Duluth, MN 55811
218-723-6570/Fax: 218-733-2255

CREDIT FOR CHALLENGE EXAM

PROCEDURE

Upon completion of the form:

1. Student brings the form to the Student Accounts Office (T1127) and pays \$50 per credit challenged.
2. Student Accounts Office signs the form and attaches a copy of the payment receipt.
3. Student takes the challenge exam(s).
4. Department chair signs the form verifying the credits to be granted.
5. Department chair sends the completed and signed form to the Registrar's Office.
6. Registrar verifies that the course(s) meet all policies and, if appropriate, records the credit(s).

Name: _____ CSS I.D.#: _____

The above named student qualifies to receive credit for (list courses and credits being challenged):

<u>Course Number and Title</u>	<u>Credits</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Department Chair Signature: _____ Date: _____

Registrar's Signature: _____ Date: _____

Student Accounts Office Signature: _____ Date: _____ Amt Pd _____
(Attach Receipt)