



## Undergraduate Credit by Examination

**Step 1: Complete the following information and obtain approval from department of request course for credit by examination.**

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Currently Enrolled in (College): \_\_\_\_\_

Request permission to attempt undergraduate credit by examination in the following course:

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

\_\_\_\_\_  
Department Chair Signature Date

\_\_\_\_\_  
Student Signature Date

**Students will be automatically assessed a \$25 non-refundable fee for credit by examination.**

**Step 2: Submit this form, with the appropriate signatures, at the beginning of the exam period to the exam proctor.**

### Departmental Verification

In order to be eligible for credit, students must receive a grade of B or above.

The student named above received a grade of \_\_\_\_\_ on this exam and is to be awarded credit for

\_\_\_\_\_.

Instructor's Name: \_\_\_\_\_ Exam Date: \_\_\_\_\_

\_\_\_\_\_  
Instructor's Signature Date

**Departments will return verified forms to the Office of the Registrar.**

Email: [registra@uark.edu](mailto:registra@uark.edu)  
Campus Mail: 141 Uptown East

### Registrar Verification (to be completed by the Office of the Registrar)

Updated: \_\_\_\_\_ Initials: \_\_\_\_\_ Date: \_\_\_\_\_