

SAN FRANCISCO STATE UNIVERSITY – CREDIT BY EXAM

Request for Examination

To: Chair, Dept. of _____

From: _____
(Last Name) (First Name) (M. I.) (SFSUID#)

1. I request that an examination be administered to me so that I can qualify for credit in (must be an approved course):

_____ (course number) _____ (title) _____ (units)

2. I believe that I can pass a comprehensive and searching examination in this subject because: (Indicate **fully** the nature and extent of the experience which has given you sufficient background to challenge this course. Attach sheet if necessary.)

3. I have not previously been enrolled in, or audited, this course at any accredited college or university and I have not received any previous credit for it.

(Student Signature) (date)

4. Submit, with a complete copy of your transcript, to the appropriate department office.

Action by Department Chair:

_____ Denied because: _____

_____ Approved, Faculty examiner will be: _____

(Chair's Signature) (date)

Report of Examination:

To: Registrar

I administered a comprehensive and searching examination to this student on _____

And recommend that _____ units of credit be recorded for _____ (course number), grade _____

(examiner(s)) (date)

Approved: _____
(department chair) (date)

Approved: _____
(school dean) (date)