

CREDIT-BY-EXAMINATION

PLEASE NOTE: Credit-By-Examination is available only to students who are currently enrolled at WVU Parkersburg.

INSTRUCTIONS FOR THE STUDENT: Complete Part 1 and have the Division Dean complete Part 2. Take the form to the Business Office to pay the fee **before** you take the exam. **Credit will not be recorded if this procedure is not followed.**

PART 1 – to be completed by the student

Student's Name _____ WVUP ID _____
Course Title and Number _____ Credit Hours _____

PART 2 – to be completed by the Division Dean

The student has my approval to take the examination appropriate to the above course.

Dean's Signature _____ Date _____

To be completed by Business Office	
Fee	_____
Signature	_____
Date	_____

PART 3 – to be completed by the Examiner

PLEASE NOTE: The examination may not be given if the form does not indicate that the student has paid the examination fee.

Grade (Pass or Fail) _____
Signature of Examiner _____ Date _____