## CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO CREDIT BY ASSESSMENT REQUEST FOR POSTBACCALAUREATE STUDENTS

Students must register for the assessment in the office of the department concerned before the first day of classes of the term in which the course is offered. The student must complete the assessment within the first two weeks of the term.

Assessment for course credit are given under the following restrictions:

- 1. They may be taken only by students currently enrolled at the university in courses other than the one(s) to be challenged.
- 2. They may not be taken by students who have received credit for work in the subject in advance of the course in which the assessment is required, except where permission is granted by the department concerned.
- 3. They may not be taken to raise grades or remove failures in courses.
- 4. Once a student has successfully challenged a course, a student may not subsequently enroll in the course for credit. Units attempted, units earned and grade points for such an enrollment will be disallowed.
- 5. A maximum of 25% of units towards the degree may be awarded through such assessment.
- 6. A student may repeat an examination for credit only upon approval of the Associate Provost of Academic Programs.
- 7. Credit by assessment may not be used to fulfill the minimum residence requirements.

I have read the above restrictions and understand that I will not receive Credit by Assessment for this course unless all the conditions are met.

(Signed)

(Name)

(Date)

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Student's Name	Student ID #	Student Phone #	
Term / Year	Instructor Name		
Schedule #	Course Title	# Units	
Examination Result:	Pass Fail	Instructor's Signature	(Date)
Request is approved by	Department Chair	, apply credit to Schedule # listed above.	

Send completed form to gradstud@csusb.edu. Once approved by the Dean of Graduate Studies the form will be sent on to the Office of the Registrar.