



Belmont Technical College

Request for Credit by Examination*

***NOTE:** Does not apply to students currently enrolled in the course. May not be used as a makeup exam. May not be used once the student has received a grade for the course. May not be taken more than once for each course. (See catalog for more information.)

PART I

Name _____ Soc. Sec. No. _____ Phone () _____

Student Status _____ Quarter _____ Technology _____

I hereby petition the _____ Program for examination for possible credit-by-examination for the following course:

Name of Course _____

Course Number _____ Credit Hours _____

I believe I am proficient for the following reasons: (Give details of previous courses, work experience, etc.) Attach certificates, employer statements, DD214, etc.

Signature

Date

PART II

Recommended for examination _____
Date

Program Chair

Fee Paid (credit hours x \$10) _____
Total Amount

Date Paid

Business Office Verification

PART III

Examination given on (date): _____

Results (Letter Grade): _____

Credit Recommended: Yes ___ No ___

(Signature) Person Administering Exam (Print Name)

Credit Approved: Yes ___ No ___

Program Chair

Credit Approved: Yes ___ No ___

Dean of Academic Affairs

Credit Recorded: Yes ___ No ___

Records Office

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