

Department Credit by Examination Form

* *Please print all information*

* This form is for Matriculated Undergraduate Degree-Seeking Students ONLY

Complete the following steps:

1. Obtain Department approval to take examination.
2. A \$20.00 Credit by Examination fee must be paid at <https://campusnet.csuohio.edu/ShopNet/>. At the site, select Bursar's Office and then 'Credit by Examination'. Submit both your Shopnet receipt and this form directly to the Department Chairperson.
3. Result of examination. If the earned grade is passing, this form will be forwarded by the Department directly to the Office of the University Registrar for processing.

STUDENT INFORMATION

Name:	CSU Student ID #:
Current College: <input type="checkbox"/> Business <input type="checkbox"/> Collegiate Studies <input type="checkbox"/> Nursing <input type="checkbox"/> Science <input type="checkbox"/> Urban Affairs <input type="checkbox"/> Liberal Arts & Social Sciences <input type="checkbox"/> Engineering <input type="checkbox"/> Education and Human Services	

Department Approval:

Subject (e.g. ENG):	Course Number (e.g. 101):
Approval of Department Chairperson:	Date:

Treasury Services (Forward this form directly to the Department Chairperson after fee-payment):

Treasury Services Verification:	Date:
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**Place Office of
Treasury Services
Stamp Here**

Result of Examination (Forward this form directly to the Office of the University Registrar for processing):

Subject (e.g. ENG):	Course Number (e.g. 101):	*Credit Hours:
Name of Department Chairperson (Please Print):		Date:
		X
Signature of Department Chairperson		

If credits to be awarded are greater than credits carried by the course, please indicate prior courses in a sequence for which credits are being granted.

* Student Signature (required): _____ Date: _____