PETITION FOR SPECIAL EXAMINATION/COURSE CHALLENGE

(FOR ONLINE STUDENTS)

Only admitted students who are currently enrolled and have completed 12 EOU credits may petition for credit by special examination. Students may not challenge a course in which they have already received a grade. Courses challenged to demonstrate prior knowledge must be challenged before enrolling in or receiving a grade in a higher-level course in that discipline. Students educated in a language other than English cannot receive credit for that language at the first or second year level through course challenge. Successful completion of a course challenge will be recorded on the transcript with A, A-, B+, B, B-, C+, C, C-, or S. Other grades will make the challenge unsuccessful and will not be recorded on the transcript.

INSTRUCTIONS FOR THE STUDENT

1. Contact the instructor teaching the EOU course to discuss your desire to challenge the course. (If the course is not currently being taught, the Dean of the School must assign an instructor to give the exam.)
2. If the instructor approves your request to challenge the course, complete Part One of this petition.
3. Mail to your adviser the following: 1) this petition, 2) $50/credit fee, and 3) an unofficial copy of your transcript.

PART ONE:

NAME_____STUDENT ID NO._____

ADDRESS_____

I petition_____to obtain credit for the following course by special examination:
(instructor currently teaching course)

_____ _____ _____
Prefix/Number Course Title Credit Hours

I have not received credit for this course at EOU or any other institution nor is it a pre-requisite to a course for which I have already received a grade or am currently enrolled.

_____
Student's Signature Date

The reason I feel I have a competency in this area is:_____.

I choose to take this challenge: _____S/U _____A, A-…D-, F

PART TWO:

I believe this student is qualified in this area and should be given the opportunity to earn credit by examination.

_____ _____
Instructor's Signature Date Adviser's Signature Date

_____ _____
Instructor's Signature (assigned by Dean) Dean's Signature Date

This special examination is to be scheduled with the student's proctor during _____Term of _____Year

---

PART THREE: (TO BE COMPLETED BY THE REGISTRAR'S OFFICE)

A copy of this petition was filed in the Registrar's Office on _____(date).
Receipt Number_____ Amount_____

PART FOUR: (TO BE COMPLETED AND RETURNED TO THE REGISTRAR BY THE COURSE INSTRUCTOR AFTER THE SPECIAL EXAMINATION HAS BEEN ADMINISTERED)

Term this special examination was administered by a proctor:_____

The course was successfully completed with a grade of (circle one): A A- B+ B B- C+ C C- S

The course was <u>not</u> successfully completed (please check): _____

_____
Instructor's Signature Date

8/2008