

**HAMPTON UNIVERSITY
HAMPTON, VIRGINIA 23668**

**APPLICATION FOR CREDIT BY EXAMINATION
(To be completed in quadruplicate)**

PART I: TO BE COMPLETED BY STUDENT

NAME	SOCIAL SECURITY NUMBER	MAJOR	CLASSIFICATION
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I am herewith applying for permission to take an examination for the following course

Course No. _____ Title _____ Credit Hrs. _____

I believe that I am justified in requesting permission to take the examination because (Explain in detail):

Signature _____ Date _____

*STUDENT must pay examination fee at cashier's window prior to taking examination. Receipt should be presented to faculty member administering the examination

PART II: TO BE COMPLETED BY APPROPRIATE ACADEMIC ADMINISTRATORS AND FACULTY MEMBER PRIOR TO ADMINISTERING THE EXAMINATION

Chairman/Department Offering Exam	Dean/Director of School Offering Course	Chairman of Major Area	Dean/Director of Major Area
? Approved ? Disapproved	? Approved ? Disapproved	? Approved ? Disapproved	? Approved ? Disapproved
Signature Date	Signature Date	Signature Date	Signature Date

** Faculty member designated to administer examination:

? Approved ? Disapproved

Name: _____
 (Signature) (Date) (Provost Signature) Date

PART III: FACULTY MEMBER ADMINISTERING EXAMINATION

? I have given the student identified above a comprehensive. I found the student to be proficient in the course and recommend that _____ credit hours be awarded.

? I found the student lacking in knowledge of the course. I am, therefore, recommending that credit be denied.

Name of Faculty Member: _____
 (Type or Print)

Signature _____ Date _____

**Faculty Member should submit copies to the following:

- Copies: White - Registrar Yellow - Department Chair Pine - School Dean Goldenrod - Provost