

RECORD OF SPECIAL EXAMINATION

Instructions: The grade on this examination **will be** either a P (Pass) grade or a Letter Grade and will be included in the maximum number of P grade credits that may apply toward graduation. Special Examination Courses **will not** satisfy any University Residency Requirements. Credits earned by challenge exam **cannot be** used toward a graduate degree or to meet the minimum University course requirement. University credit is awarded for examinations in courses **not already taken** by the student.

The fee charged is \$40 per course plus an additional fee, determined by the department, of \$_____. To facilitate the checking and approval of special examinations, please fill out this form and secure the signatures in the listed order.

Please Print or Type

Student I.D. Number	Name (Last, First, M.I.)
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Course that Special Examination Satisfies

Department	Course Number	Course Title	Credit Hours

Special Examination Certification

I certify that I have not taken a college course in this subject, but have received my training in the following manner:

 Student Signature

 Date

Approvals

NOTE: The examination should not be given until payment of fees has been indicated by the Cashier's Office.

 Advisor Signature

 Date

 Department Head/Dean Signature

 Date

This student has passed the examination for the above course with the grade of _____.

 Instructor Signature

 Date

Form Submission Instructions

Please Note: This Form **contains a grade** and therefore **must not** be given to the student when completed.

Form **must** be mailed to USU Registrar, 1600 Old Main Hill, Logan, UT 84322-1600, and the mailing envelope's seal should be signed across by the instructor.