

NORTHWESTERN CONNECTICUT COMMUNITY COLLEGE

Park Place East, Winsted, CT 06098-1798

APPLICATION FOR CREDIT BY EXAMINATION

STEP 1: Completed by Student and deliver to Registrar: ID# @_____

Name _____
(Last) (First) (Middle Initial)

Local _____
Mailing Address (Street) (City) (State) (Zip)

Social Security No. ____ / ____ / ____ Matriculated ____
Yes No Currently Registered ____
Yes No

EXAM REQUESTED FOR:

Course No. _____ Course Title _____

Apply Exam Credits to: _____, 200 ____ Semester

Basis for Requesting Exam (Attach additional sheet if needed and any supporting documentation):

Registrar to deliver completed form to Division Director. _____ Signature of Student _____ Date _____

STEP 2: Completed by Division Director:

Specific Evaluation Procedures: _____

Date/Time/Place Exam Administered: _____

Faculty Member Administering Exam: _____

REQUEST APPROVED:

REQUEST DENIED:

Division Director Date

Division Director Date

Distribution: Student (original) cc: Office of Dean of Instructional Programs and Services

STEP 3: Completed by Student: \$15.00 Examination Fee paid to Cashier (46 Park Place East). Attach receipt and present BOTH to the faculty member administering the exam.

STEP 4: Exam Completion: Student has: Passed _____ Failed _____ the Exam for Credit.

Signature of Instructor Date

Signature of Division Director Date

STEP 5: Forward form to the Dean of Instructional Programs and Services, FH103

Distribution: Registrar (Original) cc: Student, Computer Center