



## Test Out Subject Competency Petition

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Test Out Course Number: BCIS 1305 Major: \_\_\_\_\_

Minimum Requirements Met: Yes No (Circle one, must provide evidence)

*[No credit by examination is applicable until successfully completing 15 semester credit hours at CBC with a "C" or better]*

Recommendations: (Circle Recommendation) (Two (2) signatures required)

Faculty:                      Approved    Denied    Signature: \_\_\_\_\_

Advisor:                      Approved    Denied    Signature: \_\_\_\_\_

Chair/Director:              Approved    Denied    Signature: \_\_\_\_\_

Appropriate Dean          Approved    Denied    Signature: \_\_\_\_\_

Business Office: Test Out Fee Paid \*: \_\_\_\_\_ Date: \_\_\_\_\_

(Receipt #(s) / Amount Paid)

Test Grade \*\*: \_\_\_\_\_ Proctor's Signature: \_\_\_\_\_

Check one of the following:

Course Credit: \_\_\_\_\_

OR

Course Competency: \_\_\_\_\_

(Additional \$180.00 due see \*\*\* Credit by Exam)

(Computer Competency will be put on CBC transcript)

Business Office: Credit-by-Exam Course Fee Paid \*\*\*: \_\_\_\_\_ Date: \_\_\_\_\_

(Receipt #/Amount Paid)

Registrar: Course/Competency Transcribed: \_\_\_\_\_ Date: \_\_\_\_\_

\*CBC subject competency exam fees start at \$25 and vary based on course requirements. Fee must be paid prior to taking exam.

\*\*Satisfactory performance with a grade of "C" or better on the exam will earn credit or competency for the course. Faculty will enter the grade and route to Business Office.

\*\*\*Credit-by-Exam Test fee for transcribing course is \$60 per semester credit hour. Total of \$180 for BCIS 1305 to be transcribed onto CBC transcript.

If you will be receiving your Associate in Arts or Science, you will need to pay the \$180.00 so that BCIS 1305 will show on your transcript and you can graduate.