



Test Out Subject Competency Petition

Student Name: _____ Date: _____

Student Signature: _____ Student I.D. #: _____

Test Out Course Number: _____

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

Recommendations: (Circle Recommendation)

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: _____

Test Grade**: _____ Faculty Signature: _____

Course Credit: _____ OR Course Competency: _____

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

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 grade and route to Business Office.

***Credit-by-Exam Test fee for transcribing course is \$60 per semester credit hour.