WAYNE STATE UNIVERSITY

INSTRUCTIONS TO STUDENT *

A. After discussion of your plan with your Advisor, secure the approval of (1) your Program Advisor; (2) the department or Division Chairman; and (3) the appropriate Dean(s).

B. Pay the fee at the Cashier's Office, Room 217, Welcome Center. This fee is subject to change at any time by action of the Board of Governors.

C. Present the receipted form to the Examiner and take the examination.

INSTRUCTIONS TO EXAMINER *

A. After the examination results have been determined, indicate the student's grade.

B. Retain a copy for your records.

C. Mail a copy to Student Records, 5057 Woodward, 5th Floor. DO NOT TRANSMIT VIA STUDENT.

*NOTE: To receive credit by examination, a student must have enrolled for one semester and completed at least one course. **Also, credit by examination cannot be used to repeat a course.**

854 (8/09)

Wayne State University PETITION FOR CREDIT BY EXAMINATION

STUDENT RECORDS (Please read instructions)

Student Name (Last	First)	I.D. Number	Date

HAS PERMISSION TO TAKE SPECIAL EXAMINATIONS COVERING:

Course(s) and Number(s)	Credit Hours	CREDIT	
		Undergraduate	Graduate

(1) Advisor's Approval	(2) Department Chairperson's Approval
(3) Dean or Representative's Approval for College in which course is taught	College in which student is registered

THE EXAMINER RETAINS THE THIRD COPY

TO THE EXAMINER:
Do not administer the examination(s) unless stamp appears in box at right.

CASHIER'S STAMP

FEES ASSESED

Hrs. @ $10.00 Per Credit Hr. = $

CERTIFICATION OF RESULTS OF EXAMINATION

Course(s) andNumber(s)	Credit hours	Grade

Signature of Examiner Date