



Credit for Prior Learning: Credit By Exam

Students who have successfully completed appropriate non-collegiate educational experiences through prior work, education, and life experiences may be eligible to receive credit at Lake Superior College or have certain requirements waived by demonstrating learning of the content of college level courses. Students who wish to obtain credit for prior learning should follow the process outlined below. All credits earned through this procedure will be granted on a "Pass" basis and will be recorded on the student's official transcript as "Credit By Exam". **The charge for Credit by Exam is 50% of the tuition cost per credit. This must be paid prior to taking the exam, and is non-refundable.** Refer to Policy 3.15.1 for complete information.

Name _____ Student ID or SS # _____

Contact Information _____

Program _____ Term/Year _____

Example: Fall 2008

This evaluation is for the following course:

Course Number	Course Title	Credits		
		Lecture	Lab	Total Credits

Signature, in the order listed below, indicates agreement/approval to proceed with Credit By Exam process.

Step 1. Student's Signature _____ Date _____

Step 2. Center for Lifelong Learning Signature _____ Date _____

Step 3. Instructor's Signature _____ Date _____
(Indicates agreement to evaluate learning)

Step 4. Dean's Signature _____ Date _____

Step 5. Student Payment Office (see below) **Please complete steps 1-5 before taking exam.**

Step 6. Grade Issued by Instructor (P or NC) _____ Date of Evaluation _____

Instructor's Signature _____

Instructor submits completed form to CLL Director.

Comments:

Office Use Only	
\$ _____ Fee Paid _____ _____ Student Payment Office Signature	_____ Date Paid _____ _____ Registrar's Signature