



**SOUTHERN WEST VIRGINIA  
COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS**

**Number: SCP 3201.A**  
**Origination: July 1, 1986**  
**Effective: February 15, 2002**  
**Reviewed: August 7, 2007**

**SUBJECT: Challenge Examination Form**

**REFERENCE: SCP-3201, Challenging a Course/Credit by Examination**

**Challenge Examination Form**

Student: \_\_\_\_\_ SSN: \_\_\_\_\_

Request credit in \_\_\_\_\_ for \_\_\_\_\_ credit hours.

If taken previously, so indicate:  Yes  No If yes, when? \_\_\_\_\_

Recommended for credit:  Yes  No If yes, number of credit hours: \_\_\_\_\_

Evaluation by: \_\_\_\_\_  
Faculty Member Date

Attach this form to the student's exam and a narration describing the evaluative process.

Minimum score required for passing: \_\_\_\_\_

Supervised by: \_\_\_\_\_  
Department Chair Date

Approved by: \_\_\_\_\_  
Division Dean Date

Approved by: \_\_\_\_\_  
Vice President for Academic Affairs Date

\*Recorded by: \_\_\_\_\_  
Registrar Date

1. No student may take the Challenge Examination for a course more than once.
2. No student may take the Challenge Examination for a course for which he/she has received a grade other than W or AU.
3. The grade assigned for the course will be CR for credit.
4. A non-refundable fee per credit hour is assessed for this service prior to taking the examination. (This fee is not included in the College's tuition).
5. Challenge examinations are not included in the calculation of a student's instructional load as applied to financial aid programs at the College.

\*This form is filed in the student's file in the Records Office.

**FOR OFFICE USE ONLY**

\$\_\_\_\_\_ Fee Received  Cash  Check

Card:  VISA  M/C  
 Other: \_\_\_\_\_

Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_