

## PETITION FOR CREDIT BY EXAMINATION

**The policy governing credit by examination is on the second page of this form. Please read it carefully. The petition must be submitted to the Office of the Registrar with appropriate signatures at least three weeks prior to the examination date.**

Name \_\_\_\_\_ Perm \_\_\_\_\_  
Last First Middle

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Petition for:  Fall \_\_\_\_\_  Winter \_\_\_\_\_  Spring \_\_\_\_\_  
Year Year Year

Undergraduate Student Status:  New  Continuing  Returning College:  L&S  Engineering  Creative Studies

Are you graduating this quarter?  Yes  No Are you in good academic standing?  Yes  No

\_\_\_\_\_ Subject Course # Units Grading Option Instr. # Instructor

Is this a repeat of a course you have taken previously?  Yes  No

Indicate your preparation for this examination. Attach additional sheet if necessary.

\_\_\_\_\_ Student Signature Date

**To Be Completed by Instructor:**

Student's knowledge of subject may be tested by exam:  Yes  No Exam required:  Regular Final  Special Exam

Student's preparation for the exam appears satisfactory:  Yes  No Date exam will be held \_\_\_\_\_

Report the final grade upon completion of examination on a Grade Change Report, available in your department office.

\_\_\_\_\_ Instructor's Signature Date

**Additional Required Signatures:**

\_\_\_\_\_ Course Department Chair Date Dean of student's college Date

**Office of the Registrar Use Only**

Processed by \_\_\_\_\_ Date \_\_\_\_\_

**! Y- Y- 2000031!**

#### **ACADEMIC SENATE REGULATION A40**

A student registered in the current regular session who by reason of advance preparation believes himself to be adequately grounded in the materials and principles of a given course may petition for credit by examination for any course which may be listed in the current General Catalog of the University of California, Santa Barbara, or in any other subject appropriate for inclusion in a University curriculum. If credit is sought in a course not regularly offered at Santa Barbara, the petition must be approved by the Committee on Undergraduate Courses. The student may elect, at the time his petition is initiated, to take the examination on the Pass/Not Pass basis, provided he is eligible for enrollment in the course on that basis during that term. If he passes the examination, he will be awarded full credit for the course and will be assigned the grade he earned in the examination. Failure to pass the examination will be recorded as an F or a NP, whichever is appropriate, in the student's record. Certain courses, by reason of special features of the instruction, such as extensive laboratory work, may not be considered for obtaining credit by examination. In addition, credit by examination is not available for a course in which the student has completed more advanced work in the same field, nor for an elementary course in a foreign language in which the applicant is a native speaker. All petitions for credit by examination must be approved by the dean of the appropriate college in advance of the date of the examination. Ordinarily, credit by examination is limited to twelve units.