



## Challenge Examination for Credit Request Form

Regularly enrolled students at ENMU-Roswell have the option of challenging a course in their degree plan for a grade by challenge examination without class attendance. A challenge examination may take the form of tests, projects, writing assignments, and other measures of course competency. A student who is already enrolled in a course will not be eligible to challenge the course if the semester is in progress. A student who has already taken a course, and the course has been rolled to academic history may not challenge that course.

To arrange a challenge examination for credit, the student must meet the following:

- ☐ The student must have **cumulative GPA of 2.5**, and has not already taken or is not currently enrolled in the class
- ☐ Proof of payment from the Business Office **submitted** with Request for Challenge Examination form. The fee to challenge a course is \$70.00 and is nonrefundable.

Once the student has obtained the appropriate signatures on the form and paid the nonrefundable fee, the form must be returned to the Office of Admissions & Records (with proof of payment). Once the form is processed, a copy will be sent to the faculty member who has approved the challenge request, who will then make the arrangements for the challenge examination with the student.

After taking the examination, if the student receives a grade of C or higher, the course will appear on the transcript with the grade that the student has earned and be counted in the student's grade point average for that semester. If the student receives a grade lower than a C, no entry will be made on the transcript, and the student will have the option of registering for the course at the current tuition rate.

STUDENT INFORMATION	
Student Name:	Student ID:
Student Signature:	Date:

COURSE(S) TO BE CHALLENGED			
Dept:	Number:	Title:	Credit Hrs.
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APPROVALS	
Instructor:	Date:
Program Director (if Health Program):	Date:
Assistant Vice President:	Date:
Registrar:	Date:

*Official Use Only* - Office of Admissions & Records	
Fee Payment Collected:	Date:
Challenge Exam forwarded to Instructor:	Date:
Challenge Exam complete:	Date: