



## **Application for Departmental/Proficiency Exam Form**

*(Please complete one form per department/proficiency exam)*

**Student Name:** \_\_\_\_\_ **ID#:** \_\_\_\_\_ **Sem/Year:** \_\_\_\_\_ **or STerm:** \_\_\_\_\_

**Department/subject area of test:** \_\_\_\_\_

**Course towards which departmental/proficiency exam credits will be applied:**

| Department | Course # | Course Name | Start/End Date | Credit Hours |
|------------|----------|-------------|----------------|--------------|
|            |          |             |                |              |

**Students can earn up to fifteen (15) credit hours by departmental examinations. Specific schools may permit fewer hours awarded by examination within particular major or minor areas.**

- Have you applied for credits by examination in the past? \_\_\_ Yes \_\_\_ No
- If yes, list number of credits have been already awarded: \_\_\_\_\_

**A nonrefundable \$100 per credit hour fee prior to the administration of the exam.**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dean Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Exam fee paid:** \_\_\_ Yes \_\_\_ No **Business Office staff signature:** \_\_\_\_\_

### **Administrative Use Only**

Date exam completed: \_\_\_\_\_ Exam passed: \_\_\_ Yes \_\_\_ No

**Exam evaluator/faculty signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please submit this completed form to the Office of Academic Affairs \* Murray Center Room 206 \* 812-749-1238  
[academicaffairs@oak.edu](mailto:academicaffairs@oak.edu)*