Policy Number: 2004-06 Originally Issued: 01/29/04 Updated Last: 11/08/12

CREDIT BY EXAMINATION

Examinations for credit in undergraduate courses offered by the university may be taken by a student for work done in private study or on subject matter taken at a non-accredited college or university, with the following restrictions:

- 1. Students must be currently registered at Seattle University.
- 2. No student may take an examination in a course in which he/she is currently registered or has taken in any previous quarter.
- 3. The maximum number of credits obtainable by such examinations is 30, of which not more than 15 may be obtained in one subject matter field. All credits obtained by examination will be counted as extension credit and included in the maximum 45 extension credits allowed.
- 4. No credit will be granted unless the applicant has earned a minimum of 15 resident credits with a minimum grade point average of 2.50.
- 5. No student may earn credit by examination in subject matter more elementary than that for which he/she is currently enrolled (attending) and/or for which credit has previously been received.
- 6. No student will be permitted to repeat an examination.
- 7. A maximum of 15 credits may be earned through credit by examination in a single term. Exceptions are granted only for NLN examinations in nursing courses.
- 8. Credit by examination is not granted for lower-division foreign language courses in the student's native language.
- 9. Students who wish to qualify for credit by examination must obtain the appropriate form from the registrar, apply to the dean, and controller for approval.
- 10. No graduate credit is given by examination.
- 11. The grade will be posted CR (credit) or NC (no credit) and will have no effect on the grade point average. The minimum achievement level for receiving credit will be C.
- 12. The student does not formally register for the course and the examination is not considered part of the student's credit load.