CSU Maritime Academy
A Campus of the California State University

APPLICATION FOR COURSE CHALLENGE EXAMINATION

Students may receive credit for courses (grade: CR) by passing challenge examinations developed at CSU Maritime Academy.

The following rules apply:
- Students must demonstrate substantial knowledge and background in the areas they are challenging
- Approval must be obtained for each challenge from the instructor and department chair.
- The instructor must be presented with a receipt for the required fee, which must be paid prior to the challenge examination.
- A course may be challenged only once.
- Challenges will not be approved for courses in which any grade has been assigned, including “F”, “IC”, “WU”, or “W”.
- Challenges will not be approved for courses in which a student is currently registered, or in a semester in which a student has dropped the course to be challenge.
- Challenges are not allowed in certain cases, such as the GWE exam and certain STCW classes.

SECTION 1 - TO BE COMPLETED BY STUDENT

Term: ☐ Fall Semester ☐Spring Semester ☐ Summer Session 20 ________

Full Name ___________________________________________ Student ID __________

Major: ☐ BA ☐ FET ☐ GSMA ☐ ME ☐ MET ☐ MT  Expected Graduation Date: _____________________________

Email _____________________________________________@csum.edu

Course to be Challenged _____________________________________________

The above student is/ is not currently enrolled in the course to be challenged, and has/has not been previously assigned a grade, including F, IC, W, or WU.

Office of the Registrar _______________________________ Date:_________________

SECTION II - TO BE COMPLETED BY INSTRUCTOR OF RECORD

I have investigated the above student’s background and find the applicant’s qualifications satisfactory to take a challenge examination. I am willing to prepare, administer, and grade the comprehensive examination required for the challenge requested. Exam must be completed before the end of the add/drop period.

Exam Date ________________________________

Print Instructor Name/ Instructor Signature ___________________________ Date __________

Approved/Disapproved ______________________________

Instructor’s Department Chair Signature ___________________________ Date __________

The fee of $20 has been paid. ________________________________ Date __________

Cashier Signature ________________________________

OFFICE OF THE REGISTRAR ACTION

If student receives a passing grade on the challenge exam, enter a “CR” in PeopleSoft (Test Credits – Manual), or “NC” if failing grade.

Revised 9/2014