



Examination for Credit

Examination for credit may be attempted only by MSUM students. Transient or non-admitted students are not eligible. Examination for credit may be attempted only when the department has announced an examination or if an individual student has received written permission of the Department Chair to take an exam. Credit may not be granted by examination if the student has previously or is currently registered for an equivalent course. Examination credit may not be counted as resident credit. Once the top portion of this form is complete, the student should complete the following steps.

Last Name		First Name		Star or Dragon ID	
Phone			E-mail Address		
Department	Course #	Course Title		Credit(s)	

1. Present form to Registrar’s Office in Owens Hall - proof of current MSUM student status required.

Registrar’s Signature: _____ Date: _____

2. Pay a special examination fee of \$7.50 **per credit** at Business Services Office. Amount Paid: \$_____

Business Services Signature or Stamp:

3. Present completed form at examination to administering faculty.
4. After examination is taken the Department Chair will send completed form to the Registrar’s Office. If performance was a pass, the credits will be posted. If performance was a fail, no notation will be made on transcript.
Pass or Fail? _____

Student Signature: _____ Date: _____

Department Chair Signature: _____ Date: _____

Minnesota State University Moorhead
Registrar’s Office | Owens Hall 210
1104 7th Ave S
Moorhead MN 56563
Phone: 218.477.2565 Fax: 218.477.2941
Email: Registrar@mnstate.edu