

APPROVAL TO COUNT CLEP EXAM TOWARDS REQUIREMENTS

The decision to apply a CLEP exam to fulfill a particular course requirement in the student's major or minor is decided by the academic advisor and/or department chair of the department in which a student is majoring or minoring.

CLEP exams must be taken before completing 60 college credits. Credits earned through CLEP exams may not duplicate credits received from other sources. CLEP exams may not be taken at a level lower than a course for which credit has been earned.

Students should complete this form **PRIOR TO** registering for a CLEP exam. Students who do not complete this form prior to taking a CLEP examination are not guaranteed the exam will count in any way toward the major or minor requirements.

INSTRUCTIONS TO STUDENT:

1. Complete application
2. Obtain signatures of Advisor/Department Chairperson & Dean of Major/Minor
3. Submit form to the Registrar's Office
4. Once test is completed have scores sent to Bradley University Registrar's Office, 11 Swords Hall

TO BE COMPLETED BY THE STUDENT:

STUDENT'S NAME _____ I.D. Number _____
LAST FIRST

TOTAL SEMESTER HOURS EARNED _____

MAJOR(S) _____ MINOR(S) _____

NAME OF CLEP TEST: _____ General Exam ____ Subject Exam ____

TO BE COMPLETED BY DEPARTMENT CHAIR/ADVISOR AND COLLEGE DEAN:

1. The CLEP exam above meets requirements in the student's: Major ____ Minor ____ BCC ____
2. The course in the Major/Minor is: Required course ____ An elective ____
3. This CLEP test will be accepted in lieu of the following course at Bradley: _____

Approved by Dept.Chair/Advisor _____ Date _____

Approved by the Dean of the College _____ Date _____

Approved by LAS Dean (For BCC Only) _____ Date _____

FOR REGISTRAR'S OFFICE ONLY

CLEP Score Received By _____ Date Update Made _____