

The University of Tennessee Application for Proficiency Examination

Proficiency Fees:

Undergraduate Credit: \$5.00 per semester hour

Graduate Credit: \$7.00 per semester hour

Instructions to Student:

1. Complete top section and sign.
2. Take the form to the Department head for approval and signature.
3. Present complete and signed form to the instructor at the time of the exam.

Name: _____ Maiden: _____

Student ID: _____ Date of Birth: _____

Requesting: Undergraduate Credit Graduate Credit
Letter Grade Satisfactory Grade

Course in which examination is desired: Department: _____ Subject: _____ Course: _____ Hours: _____

Title: _____

Preparation (state fully): _____

Have you ever failed this course at ANY college? _____ Have you taken this course for Credit or Audit? _____

Are you currently enrolled? _____

TO BE ELIGIBLE TO TAKE A PROFICIENCY EXAM YOU MUST BE A STUDENT AT THE UNIVERSITY OF TENNESSEE, KNOXVILLE.

Signature: _____ Date: _____

(The student is not to write below this line)

Department Head Approval:

Signature: _____ Date: _____

Instructor Grade Submission after completing exam:

A proficiency grade of "D" or "F" is not recorded on the student record.

Indicate Letter Grade or Satisfactory Grade: _____

Signature: _____ Date: _____

Once Complete, submit to Bursar's Office for fee payment and signature.

Signature: _____ Date: _____

Once Payment has been made, please submit to Registrar's Office for approval.

Signature: _____ Date: _____