

(Please fill this form out fully, then photocopy twice then staple all three together.)

RHODE ISLAND COLLEGE APPLICATION FOR PROFICIENCY CREDIT

Instructions to Applicant

Departmental proficiency examinations require the following steps to be completed:

1. Submit the application to the department offering the examination together with any additional attachments required by the department. Action on your application will be indicated to you by the department.
2. Upon the department returning the application to you with the approval to take the examination you must pay the Bursar the \$25.00 examination fee.
3. Present the application marked "PAID" by the Bursar to the person administering the examination at the time for which you are scheduled by the department.
4. The department will forward the results to the Records Office. The Records Office will send you an updated copy of your transcript.

Student Name _____

Social Security Number _____

Curriculum/Major/Concentration _____

Examination requested for: _____

Department / Course No. / Course Title

Department Action

Application approved _____ Disapproved _____

Signature`

Date

Signature

Date

Examination is scheduled for _____ in _____ at _____

Month/Day/Yr

Building

Time Scheduled

Examination results: Raw Score _____ Pass/Fail _____

Proficiency credit is granted as equivalent for the following Rhode Island College

Dept. name and course number _____ Number of credits _____

Department Chair approval _____ Date _____

Bursar Action

\$25.00 Examination Fee Paid _____ Received By _____