



## CREDIT BY EXAMINATION OR CREDIT FOR LIFE EXPERIENCE

### **PART 1** Complete parts 1 through 4 and forward to the Records Office

---

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ HACC ID#: \_\_\_\_\_

Course Subject Code: \_\_\_\_\_ Course Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

Check one:            Credit by Exam \_\_\_\_\_            Life Experience(Portfolio)Review \_\_\_\_\_

Instructor: \_\_\_\_\_ (Oversees the exam or review)

Approval by Dean: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature)*

### **PART 2**

---

Cost: \$ \_\_\_\_\_ (50% of current in-district tuition rate)  
[Must be paid before exam is given or portfolio is reviewed.]

Date Received: \_\_\_\_\_ Cashier's Initials: \_\_\_\_\_

### **PART 3**

---

Examination or Portfolio Review Date: \_\_\_\_\_ Credits: \_\_\_\_\_  
[For Life Experience Review, attach form.] [if no award, zero]

Approved by Instructor: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature)*

Approved by Dean: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature)*

### **PART 4**

---

Instructor Payment: \$ \_\_\_\_\_ Approved by Dean: \_\_\_\_\_  
[Maximum of 4 hours] Date: \_\_\_\_\_  
Employee ID \_\_\_\_\_

### **PART 5**

---

Date Received in Records Office & Recorded: \_\_\_\_\_

### **PART 6**

---

Date Received in Payroll Office: \_\_\_\_\_ Instructor Paid: \_\_\_\_\_