

## Permission to Challenge a Course

Students must meet all requirements listed below and this form **must** be approved and signed by Enrollment Services **prior** to administration of the exam.

This will certify that \_\_\_\_\_, a student regularly enrolled in a full-time curriculum at Montana Tech of The University of Montana, has been granted permission to challenge:

\_\_\_\_\_

Student I.D.

|                      |            |                     |
|----------------------|------------|---------------------|
| Subject              | Course No. | Title               |
| Advisor              | Date       | Instructor          |
| Dept. Head of Course | Date       | Enrollment Services |
|                      |            | Date                |

### Challenge Procedure and Requirements – Credit by Examination

- All Challenges must be done within the **first three weeks** of a semester. Industrial work experience, military work experience, employer-sponsored courses or training, or self-study may provide justification for a student’s request to challenge a course. By challenging a course, a student seeks to earn course credit by passing the appropriate examinations rather than by attending class and meeting usual course requirements.
- Any course that has been **previously taken**, whether on an audit basis or for credit (including a W, I, or F), **may not be challenged**. Courses may not be challenged for a Pass/Fail grade.
- As long as the course is not a Senior Design or Capstone course, all college-level courses may be challenged, if resources are available, as determined by the challenged course’s Department Head.
- Students must complete a **minimum of 12 credits** before filing for a challenge examination.
- Only students in good academic standing (**2.00 GPA or above**) may challenge a course.
- The maximum number of credits that may be earned by challenge examination is 16.
- The student must register and pay for the course prior to the registration deadline for that semester.