LONG BEACH CITY COLLEGE
ADMISSIONS AND RECORDS

Credit by Examination

IMPORTANT: Please read all directions and fill out the form carefully. Review all your information to make sure that it is correct before submitting to the Admissions and Records office. Credit may be granted to any student who satisfactorily passes an examination approved or conducted by proper authorities of any college, as prescribed by Title 5, California Code of Regulations, §55050

Name:_____ _____ Student ID#_____
(First) (Last) MI

Email:_____ Date of Birth: _____ Telephone: _____

Address: _____ _____ _____ _____
City State Zip

Student is responsible for submitting this form and following up with the department representative. If the Credit by Examination course or its equivalent was taken here or at another institution, the Credit by Examination score will not be used and all fees paid are forfeited and non-refundable.

Student Academic Status

Currently Enrolled? Yes ☐ No ☐ **Probation or Dismissal?** Yes ☐ No ☐ **Units at LBCC** _____

_____ _____
Academic Administrative Assistant Signature Date

Department Review

Course Number and Title _____ Units_____

Recommended/Not Recommended Approved/Disapproved 12 unit Exception: Approved/Disapproved

_____ _____ _____
Department Heat Signature Instructional Dean Signature V.P. Academic Affairs Signature

If approved, student must submit fees to the Cashier's Office prior to taking exam. Credit by Examination fees are the current fees per credit unit.

Cashier's Office

Amount Paid_____ Staff Initial _____ Date_____ Receipt No._____

Exam Results

The exam was conducted by_____ Grade _____Units _____ Exam Date_____

_____ _____
Department Heat Signature Instructional Dean Signature

Academic Department must forward exam results to Records Office

Records Office Use Only: Grade Entered_____ Student Notified_____

Date_____ Staff Initial_____