

PART 2: SCHEDULING AND FORMAL RECORD OF EXAMINATION:

To be completed by the Blair Office of Academic Services in the semester in which the examination is taken:

- Must be enrolled for at least 12 hours
- Must be in good standing
- Total credit hours "pass" will not exceed 18 hours if this course is added
- Does not exceed 2 course limit of credit by examination in one semester
- Credit by examination will be attempted only once in this course this semester
- Credit by examination will be attempted no more than twice in this course.

Blair Office of Academic Services

Date

To be completed by the Supervisor of Vanderbilt Student Accounts:

I confirm that the above named student has paid all fees for credit by examination in this course.

Supervisor of Student Accounts

Date

To be completed by the Faculty of Record who will assign the grade in the course:

The above named student has my permission to take an examination for credit in the above named course.

Length of exam _____

Date/time of exam _____

Location of exam (room #) _____

Faculty of Record

Date

GRADE INFORMATION:

The above named student took the examination. The grade of _____ and _____ credit hours should be awarded.

Faculty of Record

Date

STUDENT ACCEPTANCE:

I _____ accept / _____ do not accept the grade and credit hours by examination.

Student

Date

*Office of Academic Services
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