



Health Sciences
School of Nursing

ACADEMIC POLICIES AND PROCEDURES FOR THE GRADUATE PROGRAM

Challenge Examinations/Credits by Course Examination

Date Effective	May 5, 1997
Date Reviewed / Revised	February 2025
Program Level	Graduate

POLICY:

Graduate students who have been admitted and matriculated in the School of Nursing may take challenge examinations / credit by course examinations under the conditions noted below.

- Courses core to any graduate program (MSN, DNP, PhD) cannot be challenged.
- The option of allowing students to challenge a core course in a major/area of concentration is determined by the faculty member responsible for teaching the course and the major/area of concentration Coordinators.
- The faculty member teaching the course and major/area of concentration Coordinators will determine the options and criteria for the challenge of clinical courses. Students may challenge a clinical course one time only.
- Faculty responsible for teaching the course to be challenged will determine the content of the challenge examination.
- If a student fails that examination, the course must be taken.

PROCEDURE:

1. Students wishing to take a challenge exam should discuss the option with their major/area of concentration Coordinator/Director.
2. Students submit a completed [Credit by Course Examination form](#):
 - The student completes top portion of the form
 - The faculty offering the course completes the course information section
 - The major/area of concentration Coordinator or designate signs and dates the form

- The authorized individual in the Center for Student Success signs and dates the form
- The student submits the completed authorized form to the Cashier's Office for payment
- The student submits the form to the faculty member to arrange test date, time, and location
- The faculty member submits the form to the Center for Student Success with passing test results only
- The Center for Student Success will post the grade

APPROVAL & REVISION HISTORY

Approved by Graduate Council: 04/81, 2/90

Revised: 96-97, 03-04, 09-10, 18-19

Revisions Approved by Faculty 4/95, 5/97, 05/04, 10/10, 02/25