

Sheridan College  
PO Box 1500  
Sheridan, WY 82801  
(307) 674-6446



Gillette College  
300 W. Sinclair Street  
Gillette, WY 82718  
(307) 686-0254

## Petition for Course Proficiency

Students who desire to demonstrate proficiency in a course through a challenge examination should contact the instructor or Area Coordinator of that area. The course being challenged must be a credit course. Challenge examination fees are \$40 per credit hour and must be paid prior to examination. The first three sections of this form must be completed prior to examination.

Please note the following information in regards to completing a course proficiency exam:

- A challenged examination may not be attempted more than once.
- A student who has failed to earn credit in an attempted college course may not receive credit by examination in the same course.
- Students attempting credit by examination for courses in which they are currently enrolled must do so before they have completed one month of the course.
- Only satisfactory examination results are posted on the student's permanent record.
- Sections of this form must be completed in order presented.

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\_\_\_\_\_  
Name

\_\_\_\_\_  
Student ID

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Application is made to challenge the following course:

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| Dept | Course | Course Title | Credits |
|------|--------|--------------|---------|
|------|--------|--------------|---------|

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To be completed by the Record's Office: The student for the Course Proficiency Exam eligible: Yes No

\_\_\_\_\_  
Record's Office Staff

\_\_\_\_\_  
Date

Challenge Examination Fee Paid: \_\_\_\_\_

\_\_\_\_\_  
Accounts Receivable Clerk

\_\_\_\_\_  
Date

Coursework Complete as (circle one): Satisfactory / Unsatisfactory

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Chair's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Academic Officer's Signature

\_\_\_\_\_  
Date

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### Record's Office Only:

\_\_\_\_\_  
Registrar's Signature

\_\_\_\_\_  
Date

Posted to Records on: \_\_\_\_\_

By: \_\_\_\_\_