



Student Application for Prior Learning Assessment Credit by Departmental Proficiency Examination

Proficiency Exams may be attempted a maximum of 2 times per course.

Name: _____

Address: _____

Telephone: Home: _____ Work: _____ Cell: _____

Email: _____

Oakton ID: _____

I wish to take a proficiency examination(s) in the following course(s). Include course prefix, number of complete title.

<u>Oakton Course Prefix, Number and Title:</u>	<u>Credit Hours:</u>
_____	_____
_____	_____

Signature: _____ Date: _____

Prior to scheduling the examination, you must pay a fee for the test. The fee for taking the proficiency examination is non-refundable. Should you fail the examination, your fees will not be refunded nor will they be applied to any other financial obligation at Oakton Community College. Proficiency Exams may be attempted a maximum of 2 times per course.

For Office Use Only

Test Administration fee \$ _____ OCC Receipt # _____ Date: _____

To: Registrar Services From: Director of Student Learning, Engagement, and Student Success

The proficiency examination was administered to the student named above.

Course prefix, number and title: _____

The results of the examination are: Pass Fail Semester credit hours to be awarded: _____

Signature: _____ Date: _____
Faculty evaluating test

Signature: _____ Date: _____
Dean of the Division

Signature: _____ Date: _____
Director of Student Learning, Engagement, and Student Success

Signed copy to: Director of Student Learning, Engagement, and Student Success, Division Office, Student