CREDIT BY EXAMINATION

Currently enrolled matriculated undergraduate students may take special examinations in approved academic subject matter offered by Seattle Pacific University to gain credit without being enrolled in specific courses.

The following policies and procedures apply in order to file the Credit By Examination Form, available by request from the Office of the Registrar.

- You must be admitted to SPU and enrolled for the current quarter.
- You may receive credit by examination for any coursework that has been completed following high school graduation for which you have no formal record.
- You may be tutored by a private instructor and challenge a course for credit by examination.
- You may not receive credit by examination for a course for which you have previously received credit or in which you earned an E, N, NC, G, Audit, or I grade at SPU.
- You may not receive credit by examination for a course in which you are enrolled.
- You may not receive credit for a lower-level or prerequisite course when credit has already been received in a higher-level course.
- You may not repeat an examination for credit.
- You are entitled to only one consultation with the professor administering the test.
- You must pay for all special exam fees prior to scheduling and taking the exam.
- You may earn a maximum of 45 quarter credits by examination, including SPU Credit by Exam, Advanced Placement (AP), Cambridge International Exam (CIE), College Level Examination Program (CLEP), International Baccalaureate (IB), or any international “13th year” exam.
- The required minimum 45 credits in residence for your degree may not include SPU’s credit by exam or credit awarded for external examinations.