

The Challenge Exam

The Challenge Exam offers students who have placed by examination (placement exams) into higher level language classes to obtain credit for those classes. Students do not receive credit for classes they exempted through the placement exams only. By taking and passing the Challenge Exam with a B grade or higher, students may obtain credit for those classes they exempted through the placement exams.

Credit by Examination (from USCB Bulletin pg.135)

Currently enrolled students may obtain credit by examination in a course in which they have had no class attendance or semester standing; permission must, however, be obtained from the Department Chair and Executive Vice Chancellor for Academic Affairs. A grade of not less than "B" on the examination is necessary in order to receive credit for the course. If a grade of C or lower is received no markings will appear on the student's transcript to indicate the exam was not passed. Please note: that the exam may not be retaken. Examinations are not permitted in courses in which a student previously has been enrolled regularly or as an auditor. The applicant must pay the Business Office in advance of the examination a fee of \$25 per credit hour; this fee is not refundable. The Business Office will issue a receipt which must be shown to the person conducting the examination, who shall immediately report the results of the examination to the Office of the Registrar. Credits earned under this regulation are recorded with hours earned only.

Challenging Language Courses not offered at USCB (Proficiency Exams)

If you are looking to inquire more information on how to test out of a course not being taught currently at USCB please reach out to Dr. Babet Alvarez at jvillen@uscb.edu. In your email please make sure to state you are inquiring a Proficiency Exam and include the language in which you would like to test out and your Student USCID number

Challenge Exam Instructions

- 1. Take Placement Exam in Spanish or French:** Students must first take the Placement Exam and show evidence that student placed out of the class to be challenged. The Placement Exams can be located and completed in your Blackboard account under the courses section.
- 2. Complete and submit the following two forms:** Please fill out and send the following two forms via email to challengeexams@uscb.edu as an attachment at least 2 weeks prior to desired exam date:
 - Challenge Exam Intent Form
 - Notice of Credit by Exam (AS 299)
- 3. Schedule your exam date:** Please email challengeexams@uscb.edu to set up your exam date/time. Exams typically take place during the first and last week of scheduled classes.
- 4. Pay fees for the course in which you will be challenging:** The cost is \$25 per credit (\$75 per 3 credit course). Cash or check payments can be submitted at the Bursar's Office (Cashier's Office) located in the Hargray building. Please note-They may request to see copies of your forms to verify Challenge Exam Intent. If you prefer to pay by card please use one of the following links below:
 - To challenge a 3 credit course use the following:
https://secure.touchnet.net/C21544_ustores/web/product_detail.jsp?PRODUCTID=3646
 - To challenge a 4 credit course use the following:
https://secure.touchnet.net/C21544_ustores/web/product_detail.jsp?PRODUCTID=3660
- 5. Submit a copy of the receipt:** Please submit a copy of your receipt to the proctor prior to taking the exam on your scheduled day. Proof of Payment is required in order to take the test and is required before the credits can be submitted for entry into the system.

**Results will be added to your academic record and can be viewed through Self Service Carolina (my.sc.edu) on average 6 weeks post exam.*

If you have further questions, please reach out to challengeexams@uscb.edu for more information.



USCB CHALLENGE EXAM INTENT FORM
Department of Social Sciences and
Humanities

To be completed and submitted 2 weeks prior to exam date

Last Name: _____

First Name: _____

Student USCID Number: _____

Placement Exam Results:

Previous Spanish courses taken at USCB or other college level institutions:

Course(s) To Be Challenged:

STUDENT SIGNATURE

DATE

DEPT. CHAIR SIGNATURE

DATE

EVCAA SIGNATURE

DATE



Office of the Registrar

Notice of Credit by Exam, Exemption or Advanced Standing

Use this form to award course credit by:

Exemption/Advanced Standing (No USCB fee required)

Semester hours of advanced standing credit in certain courses may be earned on the basis of completion of higher level coursework. Restrictions are specified in the appropriate academic program section in the Undergraduate Bulletin. Credits earned under this regulation are added to cumulative hours earned only.

Departmental Examination (USCB fee required)

Enrolled students may obtain credit by examination in certain courses which they have had no class attendance or semester standing. Permission must be obtained from the Department Chair in which the course is offered. A grade of not less than B on the examination is necessary in order to receive credit for the course. Examinations are not permitted in courses in which a student previously has been enrolled regularly or as an auditor. The applicant must pay to the USCB Business Office in advance of the examination a (non-refundable) fee of \$25 per semester hour. The USCB Business Office will issue a receipt which must be shown to the head of the department conducting the examination, who shall immediately report the results of the examination to the Office of the Registrar. Credits earned under this regulation are added to cumulative hours earned only.

Note: Do not use this form for College Board AP or CLEP credit.

Student Name _____ Student ID: _____
First Middle Last

1. Department Abbreviation _____ Prefix _____ Number _____ Suffix _____
 Credit Hours Awarded _____ Date Credit Awarded _____
 Course Title _____

Please award credit by: Exemption/Advanced Standing
 Departmental Examination (USCB fee receipt #: _____)

Instructor Signature: _____ Date _____
DEPT. CHAIR: _____ Date _____

2. Department Abbreviation _____ Prefix _____ Number _____ Suffix _____
 Credit Hours Awarded _____ Date Credit Awarded _____
 Course Title _____

Please award credit by: Exemption/Advanced Standing
 Departmental Examination (USCB fee receipt #: _____)

Instructor Signature _____ Date _____
DEPT. CHAIR: _____ Date _____

Processed by _____ Date _____