

**Currently enrolled students pursuing an approved program of study at RCC are eligible to petition for a Challenge Exam. Challenge Exam results do not affect your RCC credit count, cumulative GPA, or Financial Aid eligibility, but may count towards degree and pre-requisite requirements. Financial Aid will not pay for a Challenge Exam.**

**PROCEDURE:**

1. Do not register for the class in which you want to take a Challenge Exam.
2. Ask the appropriate Department Chair if there is an examination available.
3. If a Challenge Exam is available, ask the Department Chair to complete the Examination Approval section below.
4. Take the completed form to Rogue Central and pay the Challenge Exam fee which is equal to the cost of the taking the course. This payment is non-refundable.
5. Once you have paid for the examination, take this form back to the Department Chair or assigned test proctor.
6. The Department Chair or assigned test proctor will administer the exam, document the results in the Examination Results section below, and deliver the completed, signed form to Rogue Central. Graded forms are accepted from college staff only.
7. If you pass the examination with the minimum grade required by the department, the course and grade earned will be recorded as a comment on your RCC transcript.
8. If you do not pass the examination, the class will not be recorded and no refund will be issued.

RCC ID	First & Last Name
Mailing Address (Street or PO Box)	City
	State
	Zip
Email	Phone

**EXAMINATION APPROVAL**

Minimum grade required to pass exam	Credits
Department Chair's signature	Date

**EXAMINATION RESULTS *(For Faculty Use Only)***

Course No.	Course Title	Credits	Grade
Department Chair's signature	Date		

**OFFICE USE ONLY**

<b>Rogue Central</b>	<b>Student Records</b>
Amt Paid \$ _____ Date _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card	Comments Added By _____ Date _____