



PLA Credit – Departmental Challenge Exam

Registrar’s Office

8600 University Blvd. Evansville, IN 47712 • Phone: 812-464-1762

Course-specific Prior Learning Assessment (PLA) credit may be granted to students who demonstrate achievement of course objectives by successfully completing a departmentally developed **Challenge Exam**. Challenge exams are metrics developed by faculty that measure the “whole of content” for a specific undergraduate course. Challenge exams may also have performative or practical requirements in addition to the examination itself. Challenge exams are administered by the department chair or program director in which the course-specific credit is being awarded.

Challenge Exam terms and policies:

- Each departmental challenge exam will incur a fee of **\$50.00 per credit hour** to administer and assess the examination. *The fee is non-refundable even if the student fails to qualify for challenge exam credit.* Payment returned for insufficient funds will result in the inability to take the challenge exam or removal of associated challenge exam credit already awarded.
- **A student may only attempt a specific challenge exam twice.** Students who fail to acquire course credit based on their challenge exam performance must register for and complete the course in order to receive credit.

Terms and policies for all forms of PLA credit at USI:

- Credits earned for prior learning are generally not transferrable to other institutions.
- Credits earned through any prior learning method do not fulfill USI residency requirements for degree completion.
- PLA credit shall not receive conventional A-F letters grades. PLA credit cannot be used as a course repeat (an A-F letter grade cannot be replaced by PLA credit). The transcript will not indicate unsuccessful attempts to earn PLA credit.
- Credit awarded by prior learning assessment may affect financial aid eligibility. Students should consult the Student Financial Assistance Office to determine the impact on financial aid eligibility *before* conferral of prior learning credit.
- Credit awarded for prior learning will be transcribed to indicate the method of prior learning assessment and will be awarded to the term in which the required records are received and processed by the Registrar’s Office.

PART 1: Pre-approval to take a Challenge Exam

Student ID Number: _____ Name: (Last) _____ (First) _____ (MI) _____

Credit awarded for course: _____ Title: _____ Credit Hrs: _____
Subject Course #

Attempt: 1st _____ 2nd _____ Name of Examiner: _____ College: _____ Dept: _____
(check one)

I confirm that a challenge exam has been developed for the above course and that the student is eligible to take the exam.

Department Chair’s Signature: _____ Date: _____

I acknowledge the terms and policies listed above and agree to pay the Challenge Exam fee.

Student’s Signature: _____ Date: _____

Part 2: Payment of Challenge Exam fee

Visit the [Prior Learning Assessment payment portal](#) and select Challenge Exam, then select the college that offers the course for which the challenge exam is being attempted. Enter all required information, including the subject, course number, title, department, and credit hours for the course. **After paying the fee (\$50 per credit hour), you must provide a copy of the receipt to the department chair administering the challenge exam.**

Part 3: Challenge Exam results

A challenge exam for the course listed above was administered to the student on **(Date):** _____

_____ The student was **successful** and is **eligible** to receive challenge exam credit for the course listed above.

_____ The student was **unsuccessful** and is **ineligible** to receive challenge exam credit for the course listed above.

Department Chair’s Signature: _____ Date: _____

Department Chair will forward the completed form to the Registrar’s Office for processing

Registrar’s Office Use Only				
EX014 PLA-Challenge Exam Credit	Credit hrs awarded:	Term:	By:	Date: