



Request to Challenge Course

Challenging Courses:

Applicants may request (in writing) a challenge examination to receive credit for courses that do not meet equivalency requirements. Those who have received in formal education, training at sources from which there is no transcript to evaluate, or whose credit policies are different from PIHMA, or completed courses at institutions that do not meet the transfer credit guidelines may request to challenge a course if the subject of the previously completed course is comparable to a course at PIHMA. Courses cannot be challenged where the student has previously taken the course and failed it. Courses may not be challenged during student's final semester.

 Student Name

 Date

 Semester

Courses to be Challenged:

Course Code	Course Name/ Assigned Faculty Member	Credits

Student provided written documentation (transcripts, syllabi, certified letters, et cetera) of academic training, which may have included career experience, as evidence that the student has acquired a substantial amount of the knowledge and skills that would have been acquired if the student had taken the PIHMA course in question.

 Dean of Academic Affairs/ Advisor

 Date

Basis of Challenge Request:

 Student Signature

Student paid challenge fees \$100, plus \$50 per credit.
(The \$100 initial challenge fee is non-refundable).
(\$250)

Cashier

Test Taken On:
Grade (Passing 70%):

Faculty Member/ Student Services

Student records updated relative to Student's Challenge.
Copy of this form placed in student file and another
copy passed on to accounting office.

Registrar