

**School of Interdisciplinary Studies
ACADEMIC ACTION FORM
Permission for CLEP or courses with special circumstances**

COMPLETE IN INK

Name _____ ID # _____ Date _____

Email Address (Please print clearly) _____

Telephone Number _____ Major _____

<p><u>PERMISSION REQUESTED TO:</u> ___ Complete CLEP/other approved test for credit after having been at TCU ___ Other</p>	
What college or university is offering the test (s)?	
When will you take the test?	

Please list the course(s) for which you plan to take the CLEP test(s).	To be used for CORE Credit? Reply with Yes or No only.	FOR OFFICE USE ONLY Do not write below this line:
Example: SPAN 20213	Yes	

You must take WEM, CA, GA, & CSV at TCU – CLEP tests will not fulfill these requirements.

<p>Action taken: ___ Approved: ___ Approved with exception(s): ___ Denied for reason(s):</p>
_____ Dean/Asst. to the Dean
_____ Date

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INSTRUCTIONS AND GUIDELINES
UNDERGRADUATE ACADEMIC ACTION FORM – CLEP

- **Prior** permission is required to take the CLEP test.
- Forms that are not filled out completely and legibly **IN INK** will be returned to the student without action being taken. Errors or omissions in the form may result in approval being rescinded, even after coursework has been completed. Many colleges & universities have the same initials; to avoid confusion, use the school name rather than initials.
- If you have a degree plan, you should up-date it before completing this form. It is also good practice to consult with your academic advisor. Keep in mind that you are responsible for knowing and meeting the requirements of the degree you are pursuing.
- The current UNDERGRADUATE STUDIES BULLETIN will answer many of your questions about CLEP, advanced placement, and the UCR, etc.

NOTE: If you are granted permission to take the CLEP test, it is your responsibility to see that the other school sends the official scores to:

Texas Christian University
Registrars' Office
TCU Box 297004
Fort Worth, TX 76129

I have read and understand the above rules pertaining to this request.

Student Signature

1/21/15