Name (Last, First, MI)

Course Credit Awarded	Hours	Professor
Dept. Head		Date
Dean		Date

(Digital signatures are not accepted. Form can only be processed with your signature or a confirmation email from your TU Email Account)

Student must make arrangements first with the instructor who will administer the test. Student should take the form to the Business Office in McClure Hall and pay for the test. Once payment is made, this form, with proof of payment, should be taken to the instructor who will administer the test. The instructor should sign the form and send back to the Office of the Registrar in McClure Hall room 103.