



CREDIT REQUEST/DECLINE FORM
STUDENT ADMINISTRATIVE SERVICES
PO BOX 5575
POTSDAM, NY 13699-5575
P. 315-268-6451 · F. 315-268-6452

Student Name _____ Student Number _____

Email this form, by 1 July 2009 to registrar@clarkson.edu or Print and return to:

Clarkson University
Student Administrative Services
PO Box 5575
Potsdam, NY 13699-5575

Step 1: Are you seeking credit?

- No, I do not seek any credit (If you check this box, you're done - just send in the form!)
Yes, I would like credit for the following (check all that apply and then go to step 2)
Advanced Placement (AP) Exams
College courses taken at another institution
Any other type of credit (CLEP, IB, OAC's, A-Levels, etc)

Official transcripts and test scores must be sent to Student Administrative Services before any transfer credit can be awarded. Student 'grade reports' and transcripts issued to the student are NOT considered official and can not be used to award transfer credit.

Step 2: List qualifying exams or coursework that you would like evaluated:

Only the courses and exams listed on this form will be evaluated for credit

Advanced Placement Exams (College Board tests)

- Biology, Chemistry, Computer Science, Math: Calculus AB, Math: Calculus BC, US History, World History, Physics B, Physics C- Mechanics, Physics C- Elec & Mag, Statistics, English Literature, English Language, Other Language exam, Other (please list below)

College Courses

College(s) attended: _____
List courses taken: _____

Other Types of Credit

Type (IB, CLEP, etc): _____
Name of course/exam(s): _____

We must receive this form in order to award any credit. You do not need to wait until your scores arrive to send the form, we will evaluate them as we receive them.

Student Number

Student Name