



Course Challenge Exam

Return to: Registrar's Office
Bldg. 3 Rm. 353
assistant.registrar@cei.edu
208-535-5673

Student Information

Date _____ Student ID _____
Full Name _____ Program _____
Address _____ Phone Number _____

Course Challenge Information

- Students must first work with a faculty member to be approved for a challenge exam.
- Once approval is received, students must bring this form to the Cashiers office to pay the fees.
 - Exam fees are **\$15 per course credit**. (ex. \$45 for a 3 credit course). *Additional fees may be charged depending on the course being challenged.*
- Next, the student will take the exam with the faculty member.
- The faculty member will mark pass or fail on this form and sign it. Then the faculty member will have the Department Chair and Dean sign the form.
- Finally, the faculty member will send the form to the Registrar's Office for final processing and student notification of the results.

Course _____ Credits _____

By checking this box & submitting this form, I consent to providing my typed electronic signature in place of a handwritten signature.

Signature _____ Date _____

For CEI Use		
Business Office		
Amount Paid _____	Initial _____	Date _____
Instructor Granting Challenge Exam		
Challenge Course: ☐ Passed ☐ Failed		
Comments		
Signatures		
Faculty _____	Date _____	
Faculty _____	Date _____	
Dept. Chair _____	Date _____	
Dean CTE/GE/HHS _____	Date _____	
Registrar _____	Date _____	

Updated 11.07.2025