Course Validation Request/Certification Form

Notice: Non-letter graded courses, transfer courses, and work in which the grade received generated less than 3.00 credit points cannot be validated.

1. Applicant Completes Section I and obtains Departmental approvals in Section II.
2. Department must return form for Graduate School action (Section III) before scheduling validation activity. If approved, Graduate School will send form to validating examiner. The validation must occur after the Graduate Dean has approved the request.
3. Applicant must pass the approved validation activity with a grade of "B" (3.00) or better.
4. Validating Examiner completes Section IV and returns form to Graduate School.

Section I - Applicant and Original Enrollment Information

Student's Name: _____________________________________ myWSU ID______________
Dept. & Course Number ___________ Credit Hours ____; Semester/Yr _____; Grade _______
Course Title________________________________________________________________________

Section II - Departmental Approvals

Faculty Name ______________________________________________, has agreed to serve as the validating examiner who will conduct the following validation activity, ____________________________, over the course content. The department supports this faculty member as the original instructor or as an approved alternate for conducting the validation activity.

Advisor __________________________________________________________________________
Date ____________ Chairperson

Section III - Graduate School Action

The validation request is ______ Approved ______ Denied.* As a reminder, courses completed ten or more years before the degree is granted, even if previously validated, may not be used to fulfill degree requirements.

For the Graduate School __________________________ Date ____________

*___________________________________________________________________________

Section IV - Validation Certification

This is to certify that __________________________________ has satisfactorily validated the above course according to the regulations governing validation. The validation activity took the following format ____________________________________________________________.

Validation Examiner Signature __________ Exam Date __________ Returned Date

For Graduate School Use Only:

<table>
<thead>
<tr>
<th>WSU Course</th>
<th>B or Better Grade</th>
<th>Semester/Year</th>
<th>On Plan of Study</th>
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</thead>
</table>

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