



# Course Validation Request/Certification Form Graduate School, Wichita State University

**Notice: Non-letter graded courses, transfer courses, and work that originally received grades below "B" 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" 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	Date	Chairperson
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### 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  
Student's Name  
above course according to the regulations governing validation. The validation activity took the following format \_\_\_\_\_.

Validation Examiner Signature	Exam Date	Returned Date
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### For Graduate School Use Only:

WSU Course	B or Better Grade	Semester/Year	On Plan of Study

