



Undergraduate Institutional Credit-by-Exam (ICBE)

Return form to the registrar's office at psu-registrar@plymouth.edu

Last Name _____ First Name _____

Student ID _____ Catalog Year _____ (e.g., 2024/2025)

Current Degree: _____ APB _____ BA _____ BS _____ BFA _____ Certificate

Current Major(s) _____ Option(s) _____

Current Minor(s) _____ Certificate(s) _____

Important information regarding ICBE form:

- (1) Exam MUST be scored with a C or better to receive credit,
- (2) Form MUST be signed by the Department Chair/Designee who administered the exam,
- (3) Exam fee MUST be paid by student at Student Financial Services (first floor, Speare),
- (4) Completed form MUST be submitted to Registrar's Office (first floor, Speare) for final approval before credit can be posted

Stop – Sections below for PSU Faculty and Staff only: for authentication purposes, physical signatures are required.

Name & Department of Chair/Designee administering test for ICBE _____ Exam Score is C or Better: _____ Yes _____ No

PSU Equivalent & Course Title _____ Gen Ed Attribute(s) _____ # Credits _____

Chair/Designee Signature _____ Date _____

Fee Collected (\$20/Credit) _____ Student Financial Services Signature _____ Date _____

Comments _____

Decision: _____ Approved _____ Denied

Processed by: _____ Date _____

8/2025