UAB OFFICE OF THE REGISTRAR

Student Application
CREDIT BY PORTFOLIO

I am requesting review for credit by portfolio in the course noted below. I understand the review is dependent upon the agreement of the school and the department to review the portfolio for alternative credit in the course indicated. Registration for alternative credit is processed through the Office of the Registrar (see below).

(Please note, a separate application is required for each course requested.)

Last Name **First Name** **M. I.** **Student Identification Number**

I am requesting to have a portfolio reviewed for credit in the following course:

PREFIX & NUMBER	COURSE TITLE	CREDIT HOURS	TERM/YEAR

I understand that if my request is accepted, I will be responsible for payment of the designated fees according to University policy as approved for the term credit is approved.

Student's Signature **Date**

Approval of Advisor:

I have reviewed the above request and confirm the student may satisfy specific requirements for a major in _____ with the requested credit by portfolio. (Note: Alternative credit is assigned as "Pass" only. If a requirement includes a minimum grade, this should be indicated on the comments section below as it will not be evident on the transcript.)

Comments

Academic Advisor's Signature **Date**

Please return completed document to: **Regina McFadden (rhm@uab.edu)**
Office of the Registrar
Birmingham AL 35294-4300
(phone: 205-934-9708)