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Procedure for Requesting the Removal of Advanced Placement Credit

(Complete this form and return to the Office of the Registrar)

Students may receive credit only once for any course in which they have been granted Advanced Placement credit. A student may request to have the Advanced Placement removed from the academic record if the student's academic advisor determines that he or she needs to take the same course for credit at Wright State University.

A student may request the removal of Advanced Placement Credit by completing this form and submitting it to the Office of the Registrar no later than the 7th day of first term of enrollment at Wright State University. If the request is approved, the Advanced Placement credit **cannot** be restored at a later time.

Student's name: (please print) _____

UID: _____

Course number(s) and name(s): _____

Advisor's signature _____ Date _____

I hereby request that the Advanced Placement credit I received for the course(s) listed above be removed from my academic record in order to receive credit for the equivalent course at Wright State University. I understand that if my request is approved, the Advanced Placement credit will not be restored.

Student's signature _____ Date _____

DO NOT WRITE IN SPACE BELOW

Registrar Action:

Approved: Advanced Placement credit has been removed from the academic record as requested.

Denied: Advanced Placement credit remains on the academic record.

Registrar's signature _____ Date _____