DeSales University
Challenge Examination Program

A challenge examination is given for a specific DeSales University course you have identified as being equivalent to knowledge you already have. It allows you to demonstrate mastery of course content through a final examination. An examination is always required, but you may have to complete additional forms of evaluation (e.g., a paper, a presentation, etc.) normally required by the course.

DeSales University offers challenges in the belief that students should receive college credit for college-level knowledge regardless of how it is learned. This option, if right for you, allows you to make best use of your time by avoiding courses covering material in which you already have proficiency.

Is it right for you? By applying for a challenge examination, you are indicating you have thoroughly mastered the content of the course and you need no instruction in the material; all you need to do is take a final examination. Reviewing a syllabus is a good way to determine whether or not challenging is suitable. If you need to spend significant time preparing for the examination, you should take the course.

Note, you may not challenge a course that you have ever taken for credit, audit, or cultural enrichment. University policy states that ED101, Methods in Reading; EN100, An Introduction to College Writing; MA107, Mathematics for Teachers I; MA109, Survey of Mathematics; MA110, Finite Mathematics; MA111, Probability and Statistics; and the 101-102 level of a foreign language cannot be challenged. Department chairs may also determine other courses are not suitable for challenges.

We do recommend, whenever possible, seeking credit for a course through the College Level Examination Program (CLEP) be your first option. It is an economical, efficient method to earn credit. CLEP information is available at: http://admissions.desales.edu/lifelong-learning/prior-learning-assessment/CLEP_Testing.aspx.

Steps to Challenging

1) Learn more about the challenge examination program by speaking with your ACCESS Academic Advisor.

2) Ask your advisor for a representative copy of the course syllabus.

3) If you decide to challenge the course, your advisor will contact the appropriate department chair to confirm the course is appropriate for a challenge and to determine with which member of the faculty you will be working.

4) You will be put in contact with the assigned faculty member, who will offer some expectations for the examination. You will want to reach agreement on a date for the examination. (Keep in mind, you have 60 days from the final approval to complete the examination.) Expect to be in contact with the faculty member within two weeks. If you are not, contact your advisor. Likewise, after speaking with the faculty member, let your advisor know whether or not you will be pursuing the challenge examination option.
5) At this time, along with the “Application for Challenge Examination” form, you will want to submit payment (60% of the tuition for the course) for the examination, to the ACCESS Office. You may not take the examination until you have submitted payment.

6) Your advisor will secure all necessary signatures required on the “Application for Challenge Examination” form.

7) Complete challenge examination requirements within 60 days from the final approval.

8) You will be contacted by the faculty member or your advisor regarding the grade earned on the examination. Your academic record will be updated by the Registrar’s Office.

9) If you did not do as well on the examination as you would have liked, you have the option to refuse your grade. If you refuse your grade, the grade and the credit associated with it will not be entered into your permanent academic record. If you decide to refuse your grade, you have ten days after you receive your grade to complete the Challenge Examination Grade Refusal form (available in the ACCESS Office). You will not receive any refund of monies paid for the challenge examination.