

# Proficiency Exam Information

## What is a Proficiency Exam?

Proficiency testing is a privilege provided to DeVry students who feel equipped with the knowledge, skills and/or competencies needed to demonstrate proficiency in a given course, either through previous college-level coursework, certifications, or work experience.

## Who can take a Proficiency Exam?

Students who have met the following requirements may take Proficiency Exams:

1. Have sufficient documentation to demonstrate mastery in the intended course.
2. Have NOT previously taken a Proficiency Exam for the intended course.
3. Have NOT received a grade of W, I, F, D, C, B, or A in the intended course at DeVry.
4. Have received approval from the Testing Center Coordinator.
5. Must be noted that if a pre-requisite has not been met for the intended course, credit must still be earned for the pre-requisite course through proficiency, transfer credit, or successful completion of the class.

## How do I apply to take a Proficiency Exam at the Tinley Park campus?

1. Testing is done by appointment only.
2. Applications can be found in the Testing Center (Room 1122).
3. Completed Application must be taken to the Testing Center (Room 1122) for approval by the Testing Center Coordinator.
4. Prior to taking the Proficiency Exam, a non-refundable Proficiency Exam fee of \$5/credit hour must be paid to the Student Finance Office (Room 2202).

## When will I receive the results?

Results will be returned via phone typically within 48 hours, but may take longer. Exam results are released as Pass / Fail only (not as scores) and are not included in grade point averages; a score of 80% or higher is needed to pass. Exam scores are not subject to individual appeal.

## What happens after I get my results?

Students that pass the Proficiency Exam will be awarded a grade of 'P' on their transcript.

# Proficiency Exam Application

This proficiency exam application is **not** applicable to DeVry Online Students or Courses.

\_\_\_\_\_  
Name (First) (Last)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Daytime Phone Number

\_\_\_\_\_  
ID Number (D-number)

\_\_\_\_\_  
Degree Program

\_\_\_\_\_  
Course Information (# & Title)

\_\_\_\_\_  
Total Hours (Lecture + Lab)

1. Which type of formal instruction/training have you received in this course:  
\_\_\_\_ College Credit  
\_\_\_\_ Professional Training Certification  
\_\_\_\_ Advanced Placement Testing from H.S.
2. Are you currently enrolled in this class? YES NO
3. Is this your 1<sup>st</sup> attempt at taking this exam? YES NO
4. Do you understand results are not subject to individual appeal and are Pass/Fail? YES NO
5. Do you understand your financial aid status may be affected by the granting of proficiency credits? YES NO
6. Do you understand a non-refundable charge of \$5/credit hour is due at the time of testing? YES NO
7. Do you understand that there is a two course maximum in one 16 week period? YES NO

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Testing Center Coordinator's  
Approval (Signature)

\_\_\_\_\_  
Date

For Official Use Only

\$5 x \_\_\_\_\_ credit hours = \$\_\_\_\_\_ Payment Rec'vd (initials) \_\_\_\_\_ (date)

Date Scored \_\_\_\_\_ by \_\_\_\_\_ Pass No Pass

\_\_\_\_\_  
Testing Coordinator

Student has been notified \_\_\_\_\_