

- Common alternative exam credit includes Advanced Placement (AP), International Baccalaureate (IB), College level Exam Program (CLEP), DANTES Subject Standardized Tests, General Certificate or Advanced Level Exams (GCE) and Military Credit.
- See the Transfer Articulation and University Requirements at UB System's (TAURUS) website at [taurus.buffalo.edu](http://taurus.buffalo.edu) for a complete list of alternative exam credit.
- Use the student's HUB Academic Advisement report to find the UB course equivalent.

**Student Information:**

Last Name	<input type="text"/>	First Name	<input type="text"/>	Person Num.	<input type="text"/>
UB Email	<input type="text"/>	Plan (Major)	<input type="text"/>	Admit Term	<input type="text"/>
Expected Graduation Date	<input type="text"/>				

**I request to decline/recover the credit from the alternative exam credit source(s) listed below.**

<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Alternative Exam Credit Source	<input type="text"/>	UB Equivalent Course	<input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Alternative Exam Credit Source	<input type="text"/>	UB Equivalent Course	<input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Alternative Exam Credit Source	<input type="text"/>	UB Equivalent Course	<input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Alternative Exam Credit Source	<input type="text"/>	UB Equivalent Course	<input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Alternative Exam Credit Source	<input type="text"/>	UB Equivalent Course	<input type="text"/>

Student Signature	<input type="text"/>	Date	<input type="text"/>
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**Approval and Submission:**

Requests for alternative exam credit declination or recovery must be approved by an advisor before submission to the Office of the Registrar.

**Important Note:** Students receiving financial aid should see a financial aid advisor prior to submitting this form.

Advisor Name (Print or Type)	<input type="text"/>
Department/Office	<input type="text"/>
Advisor Signature (Digital Preferred)	<input type="text"/>

Return this form to the Office of the Registrar Grading Department via:

- Email: [HUB-GRADING-LIST@listserv.buffalo.edu](mailto:HUB-GRADING-LIST@listserv.buffalo.edu)
- Campus Mail: Registrar at 1Capen, Capen Hall

*Please note that forms returned via email will be reviewed and processed more quickly.*

**For Office Use Only**

Registrar's Office Action	<input type="text"/>	Completed by	<input type="text"/>	Date	<input type="text"/>
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