Assessment Exam Requirements:
1. $50 fee
2. A letter from your employer OR a current resume stating that you are currently or have previously worked with the material for which you are taking the exam
3. Must obtain a C+ or above for the exam to be accepted for credit
4. Test may only be taken once for each course
5. Up to 24 credits may be accepted for transfer into CT courses. Included in the 24 credits are 15 credits for certification and 6-9 credits for similar CT courses from other institutions. Only 12 credits may be allowed for prior learning assessment exams.

Procedures for taking an Assessment Exam:
1. Identify the course for which you would like your learning assessed, send an email with this information to tmh33@drexel.edu OR amy.d.edwards@drexel.edu with your resume or letter from your employer OR mail it to:

   Theresa Hastings
   One Drexel Plaza
   3001 Market Street
   Suite 100
   Philadelphia, PA 19104

2. When we receive this information, we will send you a form for you to complete.
3. Once you are approved to take the exam, the portal will be opened on Blackboard Learn and you will have 40 minutes to complete the exam.

If you have any questions, please contact Theresa Hastings at tmh33@drexel.edu or 215-895-5948 OR Amy Edwards at amy.d.edwards@drexel.edu or 215-895-0946.

Good Luck!!