

**TRANSFER OF CREDIT APPLICATION  
FOR STUDENTS HOLDING CPA DESIGNATION**

The American College has a transfer of credit policy under which students who have been awarded the CPA designation may receive credit for HS 321 the Income Taxation course leading to the CLU and ChFC designations.

You must be an approved matriculated student with The American College before applying for a transfer of credit.

If you are eligible and wish to apply for transfer of credit, please do the following:

- Complete the application below.
- Provide the Registrar with a transcript showing the date your CPA designation was awarded and the date on which you passed the examinations.
- Mail your check in the amount of \$60.00 together with this application to the Office of the Registrar, The American College, P.O. Box 1513, Bryn Mawr, PA 19010-2196. The transfer of credit fee is not refundable and may not be credited to another student. If you wish to pay using your credit card please complete the following information.

CHARGE: ( ) VISA    ( ) MASTERCARD    ( ) AMERICAN EXPRESS    ( ) DISCOVER

Card # \_\_\_\_\_ Expires \_\_\_\_\_ Total Amount \_\_\_\_\_

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Company \_\_\_\_\_ Current Position \_\_\_\_\_

Address \_\_\_\_\_ Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_

American College Student Number (if known) \_\_\_\_\_ Date of this Application \_\_\_\_\_

When did you complete your CPA examinations? \_\_\_\_\_

If you completed all of your CPA examinations within the last seven (7) years, you are automatically eligible for transfer of credit and no further completion of this form is necessary.

If you completed any of your CPA examinations more than seven (7) years ago, please provide the information below. Your application will be evaluated by a Faculty Transfer of Credit Committee on the basis of the information you provide.

1. Have you continued to meet the continuing education requirements of your state for CPAs?  
  
Yes \_\_\_\_\_ No \_\_\_\_\_
2. What percentage of your work time is devoted to business activities involving personal income taxation? \_\_\_\_\_%
3. What continuing education or other educational activities have you undertaken within the last seven years that pertains to income taxation?
4. What business activities do you perform that relate to income taxation?
5. Please provide any other information that you feel might aid the committee in the evaluation of your application.

**NOTE:** Your application cannot be processed until all information is provided and fees are paid.

**MAIL TO:** Office of the Registrar  
ATTN: Xiaohua Su  
The American College  
P.O. Box 1513  
270 S. Bryn Mawr Avenue  
Bryn Mawr, PA 19010-2196