



THE  
**AMERICAN  
COLLEGE**  
OF FINANCIAL SERVICES®

## TRANSFER OF CREDIT APPLICATION FOR STUDENTS HOLDING ALHC DESIGNATION

The American College of Financial Services has a transfer of credit policy under which students who have been awarded the **ALHC** designation may receive credit for **Individual Life Insurance** (HS 323) and **Life Insurance Law** (HS 324).

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

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

1. Complete the application below.
2. Provide the Registrar of The American College of Financial Services with a **transcript** showing the date of your ALHC designation and the date on which each course was passed.
3. Mail your documentation to:

**The Office of the Registrar**  
**ATTN: Xiaohua Su**  
**The American College of Financial Services**  
**630 Allendale Road, Suite 400**  
**King of Prussia, PA 19406**

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Transfer Credits Requested: \_\_\_\_\_ HS 323      \_\_\_\_\_ HS 324

Date of this Application: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Name: \_\_\_\_\_

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

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

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

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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

Your application will be evaluated by a Faculty Transfer of Credit Committee on the basis of factors that include:

How long ago courses for the designation were passed

The extent of recent business activity in the fields related to the subject matter of the courses for which credit is sought

Continuing education activity in fields related to the subject matter of the courses for which credit is sought.

If you are requesting transfer of credit for **Individual Life Insurance** (HS 323) please answer the following questions:

1. What business activities do you perform?
2. What percentage of your work time is devoted to business activities in life insurance? \_\_\_\_\_%
3. What licenses do you hold and how long have you held them?
4. What educational activities have you undertaken within the last seven years?

If you are requesting transfer of credit for **Life Insurance Law** (HS 324), please answer the following questions:

1. What business activities do you perform?
2. What percentage of your work time is devoted to business activities in Life Insurance Law? \_\_\_\_\_%
3. What licenses do you hold and how long have you held them?
4. What educational activities have you undertaken within the last seven years?

Please provide any additional information you feel might be of help to the Transfer of Credit Committee.