



THE
**AMERICAN
COLLEGE**
OF FINANCIAL SERVICES®

APPLICATION FOR TRANSFER OF CREDIT FOR STUDENTS HOLDING APA DESIGNATION

The American College has a transfer of credit policy under which students who have been awarded the Accredited Pension Administrator (APA) designation may receive credit for **Planning for Retirement Needs** (HS326).

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:

1. Complete the application below.
2. Provide the Registrar of The American College with a transcript showing the date of your APA designation and the date on which each course was passed.
3. Mail your information 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

Transfer of Credits Requested: _____ HS 326

Date of this Application _____ American College Student ID# _____

Name: _____

Company: _____ Current Position: _____

Duties: _____

Address: _____

Telephone: (_____) _____ - _____

When did you complete your APA examination? _____

For students who completed all or some of the APA course work more than seven (7) years prior to this application. Under your program of study, please indicate the courses for which you are requesting transfer of credit:

CLU

_____ HS 326

ChFC

_____ HS 326

REBC

_____ HS 326

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

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

For each of the areas below answer each of the following:

1. What business activities do you perform?

2. What percentage of your work time is devoted to business activities in these areas?

3. 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.

NOTE: Your application cannot be processed until all information is provided.