

UNIVERSITY of ALASKA ANCHORAGE

Office of the Registrar 3211 Providence Drive, Anchorage, AK 99508

Nontraditional Credit Certified Experience Credit: Student Form

Admitted, degree-seeking UAA students may be awarded credit for learning that is documented with a professional certification or completion of exams that lead to certification (including AVTEC). These certificates indicate that individuals have met certain standards and demonstrated specific competencies. There is a nonrefundable administrative fee of \$25 per credit to have the credit permanently documented on their UAA transcript.

Section 1: Student Information

Name: _____ UA Student ID: _____

Phone number: _____ Email address: _____

Section 2: Credits Requested

I have earned/successfully passed _____ and am requesting the
certification/license/exam

associated nontraditional credit determined by the college and approved by the Office of Academic Affairs.

I request approval to receive nontraditional credit and have it permanently documented on my UAA transcript. I acknowledge this action cannot be reversed for any reason. I understand I am responsible for paying the fee associated with this request prior to the next payment deadline to avoid a late fee.

Student's signature

Date

Section 3: Documentation

Attach a copy of your certification/license/examination.

Section 4: Fee Payment

There is a nonrefundable administrative fee of \$25 per credit. The fee is applied to your student account after the nontraditional credit is transcribed and is payable through UAOnline. Review the spreadsheet linked to below for the total number of credits granted for each certification/license/exam and the total charge:

https://docs.google.com/spreadsheets/d/1gBxVoLU5_4wgVL6MT4Xym_S7NIAku-yQK43r1ZCB43o/edit?usp=sharing

Scan and email this completed form to the Office of the Registrar at uaa.transfer@alaska.edu for processing.