

Nontraditional Credit

Certified Experience Credit: Student Form

UAS students admitted to a degree program may be awarded credit by examination by completing a US Coast Guard approved final exam for the course in which credit is being sought. Mariners may also receive nontraditional credit by submitting a copy of their Merchant Mariner Credential or Training Certificate from a USCG/STCW approved training program. Credits will be graded pass/fail and will not be calculated in the students GPA. UAS does not guarantee transferability to other institutions.

Procedure:

1. Student completes form.
2. Student takes form and certifications to appropriate faculty for signature.
3. Student takes form to Ketchikan Records Office. If approved by Director, student will be contacted to pay fees.
4. After fees are paid request will be sent to the Juneau Records Office for transcription of credits.

SECTION 1: Student Information

Name: _____ UA Student ID: _____ Phone: _____

Mailing Address: _____ Email: _____

SECTION 2: Credits Requested / Documentation

Review the **Credit for Maritime Industry Certifications/Exams** for the course equivalency and total number of credits granted for each certification/license/exam in order to complete the student portion below. Submit this to appropriate faculty with copy(s) of your official certification/license/examination.

Completed by Student			Completed by UAS Faculty	
UAS Course <small>(dept/number)</small>	Course Title	Credits	Faculty Approval/Verification <small>official certification received</small>	Charge <small>(\$25/credit)</small>

I request approval to receive the credit(s) listed above and have them permanently documented on my UAS transcript. I understand I am responsible for paying any associated fees before the credits are transcribed.

Student Signature

Date

SECTION 3: Fee Payment / Processing

A nonrefundable administrative fee of \$25 per credit to have credits documented on UAS transcript. Return completed form to Ketchikan records office for payment and processing.

Amount Paid:	Date:	Received By:
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Ketchikan Campus Director Approval

Date