

Undergraduate Challenge for Credit Course Registration Form

STUDENT ID NUMBER (if applicable)

--	--	--	--	--	--	--	--	--	--

Office of the Registrar, Athabasca University
 1 University Drive, Athabasca, AB T9S 3A3
 Toll Free in Canada/US: 1.800.788.9041
 Other: 780.675.6111, Fax: 780.675.6174

Not all courses are available for challenge. Before you complete this form, please consult the course syllabus and undergraduate Calendar to review the Challenge for Credit process and specific course requirements. **Prior to submitting this form, permission to challenge a course for credit must be obtained** from the faculty member, or designate, who is responsible for the specific AU course. Faculty contact information may be found online (<http://www2.athabascau.ca/contact/list/coordinators.php>) Visit the AU Undergraduate Calendar for more information: http://calendar.athabascau.ca/undergrad/page06_04.php

FOR OFFICE USE ONLY

SPONSORING CLIENT ID NUMBER
REFERENCE NUMBER

General Information (please print)

Name: _____
 LAST FIRST MIDDLE

Former Name: _____
 LAST FIRST MIDDLE

Mailing Address: _____

 CITY/TOWN PROVINCE/STATE

Country: _____ POSTAL/ZIP CODE: _____
 Telephone: () _____ () _____
 RESIDENCE BUSINESS

Fax/E-mail: () _____ E-MAIL: _____
 FAX

Course Fee Information

Course name and number (e.g., ORGB 364)	Number of credits	Preferred start date		Course fees
		Month	Year	
Comments:				Total fees

The following rules apply to the challenge for credit process. Indicate your understanding and agreement of the process by checking off the following boxes:

- I have consulted and received approval to challenge a course from the appropriate faculty member (required).
- I understand that the three-month contract cannot be extended.
- I understand that there is no provision for withdrawal once the registration is processed.
- I understand that there is no tutor or faculty member support.
- Students registering for challenge for credit will have access to AU learning resource materials, limited to textbooks and readings at full cost (defined as AU's full purchase cost, plus shipping, plus a 20 per cent handling fee). Any fees assessed for learning resource materials are **non-refundable**. If I would like to order the learning resources available to me, I must contact Materials Management (cmat@athabascau.ca).
- It is recommended students ensure the availability (and purchase) of learning resource materials after approval is obtained to challenge a course and prior to submitting this Challenge for Credit Course Registration.**
- If there is a challenge exam, I must follow the rules set out by the Undergraduate Exam Request and Completion Policy and its procedures.
- I understand that supplemental exams are not allowed in the Challenge for Credit process.

The personal information collected on this form will be used to process your challenge for credit application. This information is collected under the authority of section 33 (c) of *Alberta's Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the Coordinator, Academic Records and Examinations, Office of the Registrar, Athabasca University, 1 University Drive, Athabasca, AB Canada T9S 3A3. Phone: 800.788.9041.

Signature: _____ Date: _____

