



## LUTCF<sup>®</sup> Transfer of Course Credit Petition

Students in the LUTCF<sup>®</sup> program may be able to transfer courses from the American College's program.

### You are responsible for:

1. Completing and submitting the Transfer of Course Credit Petition form with the course(s) to be transferred clearly indicated.
2. Providing official transcripts supporting your Transfer of Course Credit Petition. Official transcripts must:
  - Be received by the College directly from the American College,
  - Bear the raised seal or other authentication mark of the American College,
  - Include a recent date of issue,
  - Be signed by the Registrar or other school official, and
  - Show no evidence of alteration or falsification (transcripts marked unofficial or issued to student are not accepted).

Official transcripts must be mailed directly to:

**Office of the Registrar  
College for Financial Planning  
9000 E. Nichols Ave., Suite 200  
Centennial, CO 80112**

3. Purchasing remaining courses for a program if your transfer credit is approved.

### Transfer Course Credit Policy

Transfer credit may be awarded for LUTCF<sup>®</sup> courses if the petitioner has successfully completed appropriate courses and received a grade of C or higher for each course, verified by official transcript. Based upon the information submitted, the Transfer of Credit Committee will determine what, if any, transfer credit may be given.

Course Information		Transfer to College for Financial Planning LUTCF <sup>®</sup> courses	COLLEGE USE ONLY	
Course Number	Course Title		Approved	Denied
		LUTC0101: Intro. to Life Insurance & Practice Fundamentals		
		LUTC0102: Insurance and Investment Products		
		LUTC0103: Risk Management Applications		

You may fax your completed LUTCF<sup>®</sup> Transfer of Course Credit Petition to **602-824-6841** or email the form to **CFFP\_Registrar@cffp.edu**. Your petition will be presented to the Transfer of Credit Committee only after your official transcript supporting your petition are received.

### Personal Information

Name	(Maiden Name)	Student ID (if available)	
Address	City	State	Zip
Primary Phone	Primary Email		

### Agreement & Signature

I understand all information provided will be reviewed by the Transfer of Credit Committee or its designee, and that the decision of the committee is final. It is my responsibility to provide additional information if it is requested. I attest to the truth and accuracy of the information contained in this transfer petition.

Signature	Date
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