

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 enrol@athabascau.ca

> Course name ar (e.g., ORGB 364)

Comments:

## Undergraduate Challenge for Credit Registration Form

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.

STUDENT ID NUMBER (if applicable)

SPONSORING CLIENT ID NUMBER

FOR OFFICE USE ONLY

REFERENCE NUMBER

**Total fees** 

Faculty contact information may be found online

(www.athabascau.ca/contact/coordinators.html) Visit the AU Undergraduate Calendar for more information:

https://www.athabascau.ca/calendar/undergraduate/admission-registration-

evaluation/challenge-for-credit.html

General
Information
(please print)

Course Fee Information

LAST FIRST	MIDDLE
MAILING ADDRESS	
CITY/TOWN PROV	VINCE/STATE
COUNTRY POST	TAL/ZIP CODE
( ) PRIMARY PHONE SECO	( ) DNDARY PHONE
EMAIL	
	referred start date* Course lonth Year fees

\*Note: in order to accommodate your start date, payment for selected courses must be received by the 10th day of the month prior to your intended start date.

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.
once	I understand that there is no provision for withdrawal from a course taken via the challenge for credit process the registration is processed.
	I understand that there is no tutor or faculty member support.
cent h	Students registering for challenge for credit will have access to AU print learning resource materials, limited und textbooks and print readings at full cost (defined as AU's full purchase cost, plus shipping, plus a 20 per nandling fee). Any fees assessed for learning resource materials are <b>non-refundable</b> . If I would like to order the ng 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 approval is obtained to challenge a course and prior to submitting this Challenge for Credit Course stration.
☐ Comp	If there is a challenge exam, I must follow the rules set out by the Undergraduate Exam Request and oletion Policy and its procedures.
	I understand that supplemental exams are not allowed in the Challenge for Credit process.



\*Note: in order to accommodate your start date, payment for selected courses must be received by the 10th day of the month prior to your intended start date.

STUDENT ID NUMBER (if applicable)								

## Payment

If paying by e-transfer or credit card, first submit this completed form to enrol@athabascau.ca, then follow the instructions below. Your request will not be				
processed until payment is received by Athabasca University.	LIST FEES TO PAY			
e-transfer*: include the following information here:				
NAME ON E-TRANSFER ACCOUNT DATE OF TRANSFER	FEES SUBMITTED			

- \* If paying by e-transfer, transfer to: finar@athabascau.ca Please include the following in the message box of your bank transfer (if applicable): student ID number, your full name, the type of fee paying, course name/number, your email address and phone number.
- □ **Credit card (Visa or MasterCard)**: You are strongly encouraged to complete and submit forms and pay fees online through myAU. If you are unable to use the portal, submit this PDF by email to enrol@athabascau.ca and call 1-800-788-9041 to be transferred to Enrolment Services. You will be sent a secure payment link. Do not send confidential information via email. Email messages are not secure.
- Other: You can also pay by mailing a money order or cheque, but there is currently a time delay with these options. Please do not send cash in the mail. Post-dated cheques are not accepted.

If you require assistance or have further questions about payment, please call 1-800-788-9041

Refer to a current Calendar for fee information, athabascau.ca/calendar/undergraduate/fees-refunds-and-financial-assistance/index.html

The personal information collected on this form will be used to process your request and for the purpose of processing payments. This personal information is being 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 for processing your request, contact the Coordinator, Enrollment Services. If you have questions about the collection and use of this information for processing payment, contact the Senior Accountant, Athabasca University, 1 University Drive, Athabasca, Alberta. T9S 3A3. Phone: 800.788.9041.