

ARCADIA UNIVERSITY
Request for ACT 48 Course Reporting

*In compliance with Pennsylvania Department of Education (PDE), Arcadia University will report successful completion of all courses taken to satisfy ACT 48 regulations. The report will be sent to PDE, the professional educator (the student), and the school entity that employs the professional educator. Records of credit completion at Arcadia University will become part of the student's permanent transcript; whereas noncredit course records will be kept for only five years. **To request that your course completion be reported in compliance with Act 48, you must complete and sign this form and submit it to the Graduate Office, Taylor 200: Fax 215.572.8549.***

Name _____ Social Security # _____

Program Status _____ Current Certification _____

Address _____

City _____ State _____ Zip _____

Daytime Phone _____ Evening Phone _____

Semester	Course #	Course Title	Credits	Instructor
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

School Entity to which course completion report should be sent:

Contact Person or Office _____ Phone _____

School Entity _____

Street Address _____

City _____ State _____ Zip _____

I hereby grant permission to Arcadia University to report my completion of the above-named courses to the school entity listed here and to the PDE.

Signature

Date