

Validation by Educational Experience

VEE CANDIDATE CREDIT APPLICATION



Canadian
Institute of Actuaries



Casualty
Actuarial Society



Society
of Actuaries

This form is for payment by CHECK ONLY

All credit card orders must be entered online at: <http://www.soa.org/Education/Exam-Req/edu-vee.aspx>

Both **Pages 1 and 2** must be submitted. Please **CLEARLY WRITE OR TYPE** all information. Additional instructions appear on page 3.

Last Name/Family Name		First Name		Middle Name	Suffix
If a different name appears on a transcript or previous application , print it here:				Date of Birth (Month – Day – Year)	
Street or P.O. Box					
City		State/Province	Zip/Postal Code	Country	
Home Telephone			Business Telephone		
VEE Credit (Required)	Indicate the subject(s) for which you are applying: <input type="checkbox"/> VEE-Economics <input type="checkbox"/> VEE-Corporate Finance <input type="checkbox"/> VEE-Applied Statistical Methods				
VEE Requirement Actuarial Exams (Required)	I have credit for two actuarial exams: <input type="checkbox"/> Yes <input type="checkbox"/> No NOTE: Only the applications of those with credit for at least two actuarial examinations will be processed.				
Signature (Required)	<p>“I verify that the information that I am submitting for VEE credit is accurate. I acknowledge that I have read and agree to adhere to the SOA Code of Conduct for Candidates as well as the CAS Code of Professional Ethics for Candidates. I also agree that any action taken as a result of my conduct (such as irregularity, violation or cheating, and any hearings thereon) may, at the sole discretion of the CAS or SOA, be disclosed to any other bona fide actuarial organization that has a legitimate interest in such results and/or actions.”</p> <p>Signature: _____</p> <p style="text-align: center;">Original written signature verifying the information provided is valid.</p>				
Payment Information Make checks payable in U.S. Dollars to: “Preliminary Actuarial Examinations.”	<p>The processing fee must be included with the application. Check payments only.</p> <p>All credit card orders must be entered online at: http://www.soa.org/Education/Exam-Req/edu-vee.aspx</p> <p style="text-align: center;">This payment is NON-REFUNDABLE</p> <p>Fee Enclosed: (please circle amount)</p> <p style="text-align: center;"> US\$ 50 – 1 VEE subject US\$100 – 2 VEE subjects US\$150 – 3 VEE subjects </p>				

CHECK PAYMENT of the processing fee must accompany this application

Mail VEE candidate credit APPLICATIONS to:	Ask for your TRANSCRIPTS to be sent to:
Customer Service Society of Actuaries 475 North Martingale Road, Suite 600 Schaumburg, IL 60173	VEE Administration Committee Society of Actuaries 475 North Martingale Road, Suite 600 Schaumburg, IL 60173

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Page 2 - Please CLEARLY WRITE OR TYPE all information. Additional instructions appear on page 3.

Last Name/Family Name	First Name	Middle Name	Suffix
E-Mail Address - required		I work in the property/casualty field: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Educational Experience: Please send original official transcripts for all Institutions listed below. Details on Page 3.

VEE - ECONOMICS

Name(s) of educational institution(s):

Course(s)/Experience(s) (include course number)	Date(s) of completion	Grade(s) received	Approval Code(s) - Required

VEE – CORPORATE FINANCE

Name(s) of educational institution(s) if different than above:

Course(s)/Experience(s) (include course number)	Date(s) of completion	Grade(s) received	Approval Code(s) - Required

VEE – APPLIED STATISTICS

Name(s) of educational institution(s) if different than above:

Course(s)/Experience(s) (include course number)	Date(s) of completion	Grade(s) received	Approval Code(s) - Required

Instructions for Completing VEE Candidate Credit Application

All courses/experiences submitted for individual VEE credit must first be approved and appear on the VEE Directory of Approved Courses or Alternate Options: <http://www.soa.org/Education/Exam-Req/Instructions-for-VEE-Directory.aspx>

All candidates applying with a credit card must apply online: <http://www.soa.org/Education/Exam-Req/edu-vee.aspx>

- ACTUARIAL EXAM REQUIREMENT**
- Only those who have passed at least two actuarial examinations may submit an application for VEE credit. Please verify that you have credit for at least two actuarial exams sponsored by the Canadian Institute of Actuaries, Casualty Actuarial Society, and/or the Society of Actuaries.
 - While unofficial pass/fail results are available at the conclusion of CBT exams, the results are official only when added to your SOA online transcript. Please submit your VEE candidate credit application when results are released – approximately eight weeks after your exam.

- EDUCATIONAL EXPERIENCE**
- Indicate the name and address of the educational institution that sponsored your educational experience.
 - Write the name and course number, if applicable, the date that you successfully completed the course experience, and the grade. A grade of at least a B- (or its equivalent) is required for VEE credit. Please note: Candidates may not submit VEE credit applications for partial credit (e.g. an approved regression course may not be submitted alone, but must be accompanied on the same application by an approved time series course).
 - Candidates may not submit for VEE credit for a topic until they have completed all requirements for that topic.
 - Provide the Course/Experience Approval Code(s) for the course(s) that you are submitting. Your application will not be processed without the Approval Code(s). Approval codes can be found on the online Directory of Approved Courses or Alternate Options: <http://www.soa.org/education/exam-req/edu-vee.aspx>

- DOCUMENTATION**
- The candidate must arrange to have the educational institution send authenticated verification; i.e., an **original official transcript**, that the candidate has successfully completed the course/educational experience with a grade of at least B- (or the accepted equivalent). The documentation must include the candidate's full name and be sent to:
VEE Administration Committee
Society of Actuaries
475 North Martingale Road, Suite 600
Schaumburg, IL 60173
 - If the institution will not send a transcript directly to the SOA, the candidate should include a sealed transcript with their application form.

- RESPONSE**
- Candidates will receive a response to each application via email. First upon receipt of the application indicating the payment has been processed, and then again once the VEE credit has been approved.
 - The processing time for VEE credit to appear on the candidate's SOA transcript is approximately four weeks.