



# Request for Academic Records/Transcripts

FOR SCHOOL TO COMPLETE, page 2

8. School telephone \_\_\_\_\_ School fax \_\_\_\_\_

9. School email address \_\_\_\_\_ School webaddress \_\_\_\_\_

10. Is this school accredited or government approved?  Yes  No

By whom? \_\_\_\_\_ Date accredited or approved \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

Is this educational program accredited or government approved?  Yes  No

By whom? \_\_\_\_\_ Date accredited or approved \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

*Hereby attest that the enclosed academic records/transcripts accurately states the courses taken, hours of study and grades received for this applicant.*

11. Registrar signature \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Do not print, sign entire name. School seal or stamp must cover signature.

Print name \_\_\_\_\_ Title \_\_\_\_\_  
Month Day Year

Please provide the following additional information and documents and include these with the completed form:

Official transcript of the nursing education: This is the official document or record of enrolment, progress and achievement within your education institution. The transcript should identify courses taken (title and course number), credits and grades achieved, and credentials earned;

- Nursing education program curriculum: a written description of the program of study and its individual courses; and
- Nursing education syllabus for each course: an outline and summary of the topics covered in each course, including course objectives, learning outcomes and hours of study.

Acceptable graduate-level education courses		Credits
Curriculum Development	Innovative Curriculum Development in Nursing	
	Curriculum Theory, Design, & Program Development	
	Theoretical Foundations of Teaching & Learning in Nursing Health Professions	
	Other example (please specify):	
Curriculum Evaluation	Assessment & Evaluation Techniques in Education	
	Measuring Educational Outcomes in Nursing	
	Using Qualitative Assessment & Evaluation Strategies	
	Other example (please specify):	
Instructional Design	Instructional Design, Assessment & Evaluation for Nursing	
	Instructional Strategies & Assessment of Learning in Nursing Health Professions	
	Other example (please specify):	
Principles of Adult Learning	Teaching & Learning Strategies	
	Facilitating Student Learning	
	Other example (please specify):	
Assessment/Measurement Evaluation	Test Construction & Item Analysis	
	Other example (please specify):	
Principles of Teaching	Teaching & Learning Theory & Development	
	Other example (please specify):	
Instructional Technology	Information in Learning Environments	
	Instructional Technologies	
	Integrating Technology into Nursing Education	
	Integrating Simulation into Nursing Education	
Education Practicum	Practicum in Teaching in Nursing & Health Professions	
	Other example (please specify):	
The Role of Nurse Educator	Synthesis for Teaching in the Nurses Educator Role	
	Implementing the Role of the Nurse Educator	
	Other example (please specify):	
<b>Total Number of Credits</b>		

Please send this document and academic records/transcripts/course description, in English, in an envelope with your seal or stamp over the flap after sealing. Send via airmail to: CGFNS International, Inc., ATTN: Director of Credentials Evaluation Services, 3600 Market Street, Suite 400, Philadelphia, PA 19104- 2651 USA