



SOCIETY OF ACTUARIES



Canadian Institute of Actuaries

Jointly sponsored by the Society of Actuaries and the Canadian Institute of Actuaries

Application for

Fundamentals of Actuarial Practice (FAP)

Modules 1 - 8 Candidate Application (Seeking the ASA or FSA)

I have previously registered for exams with the SOA [ ] Yes [ ] No

CAND #: For Office Use Only ID #: For Office Use Only Date of Birth month day year

Last Name/Family Name First Name Middle Name

If a different name was used on a previous application, print it here:

Mailing Address Organization Name (only if mailing to a company address) Street or P.O. Box City State/Province Zip/Postal Code Country Daytime Telephone E-Mail (Required)

School Name - Print above if currently enrolled SOA School Code Number [ ] Undergraduate [ ] Graduate Expected Year of Graduation

Employer Information Company Name of Actuarial Employer: Street or P.O. Box (required if paying by company check) City State/Province/Country Zip/Postal Code

"I have read and I understand the terms and conditions concerning the use of online modules and agree to be bound by them. I also agree that the results of any exercise I submit, and any action taken as a result of my conduct (such as an irregularity, violation or cheating, and any hearings thereon) may, at the sole discretion of the SOA, be disclosed to any other bona fide actuarial organization that has a legitimate interest in such results and/or action."

Signature: (Your original written signature is required for this application to be valid.)

Application Form and Payment should be sent in the same envelope Mail Check or Money Order payments to: Society of Actuaries P.O. Box 95668 Chicago, IL 60694-5600 U.S.A. Applications may also be faxed to: 847-273-8529 Mail Credit Card payments (and all overnight deliveries) to: Society of Actuaries c/o FAP Services 475 N. Martingale Road - Suite 600 Schaumburg, IL 60173 U.S.A. FAP Modules 1 - 8 \$300 FAP Modules 1- 5 only (Course 7 conversion candidates) \$300 FAP Modules 6- 8 only (Course 5 conversion candidates) \$300 FAP Extension (One-time, one-year extension allowed per candidate) \$100 All candidates will receive access to all modules.

For Office Use Only: P C If paying by credit card, please indicate the card: [ ] American Express [ ] MasterCard [ ] Visa Account Number: CVV2 Number (Required): Exp Date: Cardholder's Name Cardholder's Signature (Required): Cardholder's billing address (if different from applicant's):

## Instructions for Completing Application for Fundamentals of Actuarial Practice (FAP) Modules 1-8

### Please PRINT all information

Please allow **TEN** working days for the application to arrive. Applications will be processed in the order in which they are received. Receipts will be sent to all registered candidates, and login information will be sent out within **one day** of processing. If you do not receive your login information, please contact [fap@soa.org](mailto:fap@soa.org).

### CANDIDATE INFORMATION

- ◆ Indicate if you have registered previously with the Society of Actuaries by checking yes or no.
- ◆ Enter your Date of Birth.
- ◆ Print your full name (including middle name) and mailing address.
- ◆ If you used a different name on your last application (e.g., a maiden name), print that name in the space provided.
- ◆ Enter your Daytime Telephone Number and your current email address.

*Important note regarding email address:* FAP communications to candidates will be distributed via email. It is very important that the email address you enter is accurate and active. The SOA will email FAP login information to the email address indicated by the candidate on the FAP registration form. However, due to unavoidable technical difficulties that may occur beyond our control such as personal and company spam filters, some candidates may not be able to receive their login information via email. If you would like to change your email address, please contact the SOA Customer Service department at [customerservice@soa.org](mailto:customerservice@soa.org)

### SCHOOL INFORMATION

- ◆ If you are currently enrolled in a college or university program, print your school name and code number in the spaces provided.
- ◆ Indicate your student status and the year in which you expect to graduate.

### EMPLOYER INFORMATION

- ◆ If you are employed in an actuarial position full-time, print the full name and address of your employer.

### ORIGINAL SIGNATURE

In order for this application to be valid, your **original** signature must appear on the front of this application. A photocopy is not acceptable. You may **fax** your application to **847-273-8529**. Your signature attests that you have read the terms and conditions governing the FAP course (modules and assessments) and agree to be bound by them.

### FAP FEES

FAP includes Modules 1-8, Interim Assessment and a Final Assessment. This application form is for Modules 1-8, only. Fees for each component are:

Modules 1-8	\$300 (all candidates pay the same fee)
Interim Assessment	\$600
Final Assessment	\$1200
Interim Assessment or Final Assessment Retake	\$500
FAP Extension	\$100

(One-time, one-year extension allowed per candidate)

### FAP FEE MODULES 1-8

- ◆ The fee for the FAP Modules may be paid by check, money order, or credit card (Visa, MasterCard, or American Express). Checks should be made payable to **Society of Actuaries**. Applications should be sent to the appropriate address listed on the front of this application. Fees must be in U.S. funds or equivalent. **Note:** The amount billed to an individual's credit card will be automatically adjusted for persons who miscalculate the amount due.
- ◆ A \$20 fee will be assessed on any checks returned due to insufficient funds.

### SOA CODE OF CONDUCT

By signing this application, I acknowledge that I have read the [terms and conditions](#) concerning the use of online modules and agree to be bound by them. I acknowledge that I have read and agree to adhere to the [SOA Code of Conduct for Candidates](#). I also agree that the results of any exercise or assessment I submit, and any action taken as a result of my conduct (such as an irregularity, violation or cheating, and any hearings thereon) may, at the sole discretion of the SOA, be disclosed to any other bona fide actuarial organization that has a legitimate interest in such results and/or action.

### CANCELLATIONS / REFUND POLICY:

- ◆ Refund request: FAP Module applicants may cancel their registration online prior to logging in to the FAP modules. To cancel your order go to [www.soa.org](http://www.soa.org), click on My Account, then select the link for to view order history, enter your user name and password, then go to My Profile - Order History and select the order you wish to cancel from your order summary. Click the cancellation button and complete the form to submit your cancellation request. There is a \$100 administration fee for each cancellation issued. Your request will be processed and you will receive your refund (less administration fees) in 2-4 weeks.

Questions should be directed to the Customer Service department at [customerservice@soa.org](mailto:customerservice@soa.org).

## ADDITIONAL CREDIT CARD INFORMATION—CVV2 NUMBER

### How to find your credit card's CVV2 number:

On a **Visa** or **MasterCard**, please turn your card over and look in the signature strip. You will find (either the entire 16-digit string of your card number, OR just the last 4 digits), followed by a space, followed by a 3-digit number. That 3-digit number is your CVV2 number (see below). On **American Express** Cards, the CVV2 number is a 4-digit number that appears above the end of your card number (see below).

### What is CVV2?

CVV2 is a security measure we require for all transactions. Since a CVV2 number is listed on your credit card, but is not stored anywhere, the only way to know the correct CVV2 number for your credit card is to physically have possession of the card itself. All VISA, MasterCard and American Express cards made in the United States in the past 5 years have a CVV2 number.

### Visa & MasterCard:



This number is printed on MasterCard and Visa cards in the signature area of the back of the card. (It is the last 3 digits AFTER the credit card number in the signature area of the card). **If you cannot read your cvv2 number, you will have to contact the issuing institution.**

### American Express:



American Express cards show the CVV2 printed above and to the right of the imprinted card number on the front of the card.

**NOTE:** For European or Asian credit cards that do not have a CVV2 number, please enter 000 as your CVV2 number.

**Retain your candidate number to access results on the SOA hotline or the CAS and SOA Web Sites.**

# COLLEGE/UNIVERSITY CODE NUMBERS\*

## (To be used for full-time students)

<b>Alabama</b> 0108 Auburn 0125 Troy State 0130 U of Alabama	<b>Indiana</b> 1502 Ball State 1504 Butler 1509 Hanover 1512 Indiana 1511 Indiana State 1536 Notre Dame 1516 Purdue 1523 Rose-Hulman 1524 Saint Mary's 1526 U of Evansville 1528 Valparaiso 1532 Wabash	2409 Gustavus Adolphus 2411 Macalester 2413 Mankato State 2416 Moorhead State 2414 Saint Cloud 2417 Saint John's 2421 Saint Olaf 2425 Saint Thomas 2423 U of Minnesota 2430 Winona State	3409 U of North Carolina 3411 Wake Forest	<b>Texas</b> 4402 Austin 4403 Baylor 4409 North Texas State 4411 Rice 4408 SW Texas State 4417 Texas A&M 4419 Texas Tech 4425 Trinity 4427 U of Houston 4453 U of North Texas 4423 U of Texas
<b>Arizona</b> 0302 Arizona State 0310 Northern Arizona 0314 U of Arizona	<b>Iowa</b> 1601 Buena Vista 1605 Drake 1620 Grand View 1606 Grinnell 1607 Iowa State 1613 Luther 1615 U of Iowa 1617 U of Northern Iowa 1619 Wartburg	<b>Mississippi</b> 2502 Mississippi 2504 Mississippi State	<b>North Dakota</b> 3502 North Dakota State 3504 U of North Dakota	<b>Utah</b> 4502 Brigham Young 4504 U of Utah 4510 Utah State
<b>Arkansas</b> 0411 U of Arkansas	<b>Kansas</b> 1703 Benedictine 1702 Kansas State 1704 Pittsburg State 1706 U of Kansas 1715 Washburn 1716 Wichita State	<b>Missouri</b> 2601 Central Missouri State 2631 Drury 2604 Maryville 2606 Truman 2613 Saint Louis 2611 SW Missouri State 2615 U of Missouri 2617 Washington	<b>Ohio</b> 3604 Akron 3603 Bowling Green 3607 Case Western 3611 Cleveland State 3613 John Carroll 3615 Kent State 3619 Miami 3640 Mount Vernon Nazarene 3623 Ohio State 3625 Ohio University 3626 Ohio Wesleyan 3628 Otterbein 3633 U of Dayton 3629 U of Toledo 3632 U of Cincinnati 3630 Wittenberg 3601 Wright State 3639 Youngstown State 3637 Xavier	<b>Vermont</b> 4605 U of Vermont
<b>California</b> 0506 California Institute of Technology 0507 California Polytechnic State 0508 California State 0511 Claremont 0521 Harvey Mudd 0526 Pomona 0530 San Diego State 0532 San Francisco State 0534 San Jose State 0537 Stanford 0550 U of California 0538 U of Santa Clara 0551 U of S California	<b>Kentucky</b> 1822 Asbury 1801 Bellarmine 1804 Centre 1816 Northern Kentucky 1813 U of Kentucky 1815 U of Louisville 1817 Western Kentucky	<b>Montana</b> 2704 Montana State	<b>Oklahoma</b> 3707 Central State 3706 Oklahoma State 3712 U of Oklahoma	<b>Virginia</b> 4715 George Mason 4703 James Madison 4706 Liberty 4723 Mary Washington 4724 Old Dominion 4708 U of Richmond 4710 U of Virginia 4716 Virginia Polytech 4713 Washington & Lee 4702 William & Mary
<b>Colorado</b> 0605 Colorado State 0607 Metropolitan State 0609 U of Colorado 0610 U of N Colorado	<b>Louisiana</b> 1904 Louisiana State 1909 Tulane 1910 U of New Orleans	<b>Nebraska</b> 2801 Creighton 2810 Kearney State 2803 U of Nebraska	<b>Oregon</b> 3804 Linfield 3803 Oregon State 3807 Portland State 3811 U of Oregon 3810 U of Portland	<b>Washington</b> 4801 Central Washington 4807 U of Puget Sound 4809 U of Washington 4806 Washington State 4811 Western Washington
<b>Connecticut</b> 0704 Central CT State 0706 Connecticut 0710 Fairfield 0712 Quinnipiac 0718 Trinity 0720 U of Connecticut 0724 U of Hartford 0728 Wesleyan 0732 Yale	<b>Maine</b> 2003 Bowdoin 2004 Colby 2005 U of Maine 2007 U of Southern Maine	<b>Nevada</b> 2920 U of Nevada	<b>Pennsylvania</b> 3902 Allegheny 3905 Beaver 3903 Bloomsburg 3967 Bryn Mawr 3906 Bucknell 3908 Carnegie-Mellon 3911 Dickinson 3912 Drexel 3914 Elizabethtown 3918 Grove City 3920 Indiana University 3924 Lafayette 3923 La Salle 3925 Lebanon Valley 3926 Lehigh 3930 Millersville 3934 Pennsylvania State 3972 Robert Morris 3970 Saint Francis 3936 Saint Joseph's 3939 Shippensburg 3941 Slippery Rock 3940 Temple 3943 Thiel 3942 U of Pennsylvania 3944 U of Pittsburgh 3946 U of Scranton 3948 Villanova 3950 Westminster	<b>West Virginia</b> 4908 West Virginia
<b>Delaware</b> 0803 U of Delaware	<b>Maryland</b> 2114 Frostburg State 2103 Johns Hopkins 2106 Loyola 2116 Morgan State 2104 Towson State 2108 U of Maryland	<b>New Hampshire</b> 3002 Dartmouth 3008 U of New Hampshire	<b>New Jersey</b> 3109 Kean 3112 Montclair State 3114 NJ Inst of Tech 3116 Princeton 3118 Rider 3134 Rowan 3120 Rutgers 3126 Stevens Inst Tech 3127 Stockton State 3128 Trenton State	<b>Wisconsin</b> 5006 Carroll 5008 Eau Claire 5005 Lawrence 5011 Marquette 5017 Saint Norbert 5019 U of Wisconsin
<b>District of Columbia</b> 0906 George Washington 0908 Georgetown 0910 Howard	<b>Massachusetts</b> 2201 Amherst 2204 Bentley 2205 Boston College 2206 Boston University 2209 Brandeis 2219 Harvard 2212 Holy Cross 2221 Mass Inst of Tech 2222 Mount Holyoke 2223 Northeastern 2227 Smith 2229 Tufts 2230 U of Lowell 2231 U of Massachusetts 2250 Westfield State 2238 Worcester PolyTech	<b>New Mexico</b> 3205 U of New Mexico	<b>New York</b> 3302 Adelphi 3305 Baruch 3307 Brooklyn 3311 CUNY 3317 Clarkson 3308 Colgate 3313 College of Insurance 3309 Columbia 3314 Cooper Union 3316 Cornell University 3318 CUNY 3319 Dominican 3321 Hamilton 3324 Hofstra 3380 Iona 3328 Ithaca 3331 Lemoine 3332 Long Island 3334 Manhattan 3340 New York 3344 Pace 3348 Queens 3350 Rensselaer Poly Inst 3351 Rochester Institute 3357 Saint John Fisher 3358 Saint John's 3341 Saint Lawrence 3354 Siena 3360 State U of NY 3362 Syracuse 3365 Touro 3345 U of Albany 3352 U of Rochester 3368 Union 3347 Utica 3372 Yeshiva	<b>Wyoming</b> 5101 U of Wyoming
<b>Florida</b> 1003 Florida Atlantic 1004 Florida A&M 1005 Florida International 1009 Florida State 1020 U of Central Florida 1015 U of Florida 1017 U of Miami 1019 U of North Florida 1023 U of South Florida	<b>Michigan</b> 2305 Central Michigan 2320 Eastern Michigan 2307 Ferris State 2324 Grand Valley State 2341 Hillsdale 2309 Hope 2306 Michigan State 2308 Michigan Tech 2321 Northern Michigan 2328 Oakland 2314 U of Michigan 2316 Wayne State 2318 Western Michigan	<b>Nevada</b> 2920 U of Nevada	<b>New York</b> 3302 Adelphi 3305 Baruch 3307 Brooklyn 3311 CUNY 3317 Clarkson 3308 Colgate 3313 College of Insurance 3309 Columbia 3314 Cooper Union 3316 Cornell University 3318 CUNY 3319 Dominican 3321 Hamilton 3324 Hofstra 3380 Iona 3328 Ithaca 3331 Lemoine 3332 Long Island 3334 Manhattan 3340 New York 3344 Pace 3348 Queens 3350 Rensselaer Poly Inst 3351 Rochester Institute 3357 Saint John Fisher 3358 Saint John's 3341 Saint Lawrence 3354 Siena 3360 State U of NY 3362 Syracuse 3365 Touro 3345 U of Albany 3352 U of Rochester 3368 Union 3347 Utica 3372 Yeshiva	<b>Canada</b> 8001 Acadia 8004 Carleton 8007 Concordia 8009 Dalhousie 8013 McGill 8015 McMaster 8018 Memorial U of Newfoundland 8023 Queens 8025 Simon Fraser 8039 U of Alberta 8041 U of British Columbia 8043 U of Calgary 8045 U of Guelph 8037 U of Laval 8049 U of Manitoba 8031 U of Montreal 8051 U of New Brunswick 8032 U of Ottawa 8035 U of Quebec 8055 U of Regina 8057 U of Saskatchewan 8059 U of Toronto 8066 U of Victoria 8061 U of Waterloo 8063 U of Western Ontario 8062 U of Windsor 8071 York
<b>Georgia</b> 1108 Emory 1124 Georgia State 1110 Georgia Tech 1112 U of Georgia	<b>Minnesota</b> 2403 Bemidji State 2405 Carleton 2427 College of St. Benedict 2407 Concordia	<b>North Carolina</b> 3401 Appalachian State 3404 Davidson 3403 Duke 3407 North Carolina State	<b>South Carolina</b> 4102 Clemson 4104 Furman 4110 Southern Methodist 4108 U of South Carolina	<b>Other</b> 9000 Junior College 9500 Unspecified College 9990 Foreign College 9999 High School
<b>Honolulu</b> 1204 U of Hawaii			<b>South Dakota</b> 4203 South Dakota State 4204 U of South Dakota	<b>* See Other if you attend a Junior College, a Foreign College or a High School</b>
<b>Idaho</b> 1306 U of Idaho			<b>Tennessee</b> 4308 Middle Tennessee 4321 Southern Adventist 4307 U of Memphis 4312 U of Tennessee 4316 Vanderbilt	
<b>Illinois</b> 1419 Augustana 1404 Bradley 1409 DePaul 1410 Eastern Illinois 1418 Illinois 1422 Illinois State 1424 Illinois Wesleyan 1421 Knox 1428 Lake Forest 1432 Loyola 1436 North Central 1440 Northeastern Illinois 1439 Northern Illinois 1444 Northwestern 1446 Roosevelt 1448 Saint Xavier 1452 Southern Illinois 1454 U of Chicago 1456 U of Illinois 1458 Western Illinois 1457 Wheaton				