## Non-Degree Undergraduate

# UOG

# ADMISSIONS INSTRUCTION FOR ONLINE APPLICATIONS



UNIVERSITY OF GUAM **ADMISSIONS & RECORDS OFFICE** 303 UNIVERSITY DRIVE MANGILAO, GUAM 96913

PHONE: (671) 735-2201/02/14 FAX: (671) 735-2203

E-MAIL: admitme@triton.uog.edu WEB SITE: www.uog.edu

## Please read the following information and review the enclosures before you submit the application and supporting documents.

## NON-DEGREE UNDERGRADUATE ADMISSION INFORMATION AND INSTRUCTIONS TO APPLICANT

Please provide complete and accurate information in blue or black ink. Incomplete applications cannot be processed and the applicant will not be considered for admission.

Application and Fee: Students must apply ONLINE at www.uog.edu or a completed application along with all required additional documents must be submitted to the Admissions Office at the address above. Failure to include the application fee will result in the rejection of the application. \$49.00 NON-REFUNDABLE PROCESSING FEE can be mailed with the application or paid at the Cashier's Office, in the administration building (on campus) before submitting your application. (Cashier's office hours: M-F, 8:00 a.m. - 4:00 p.m.). If mailing in your application, a money order or Cashiers Check are the only acceptable form of payment. Your application fee is valid for one calendar year by semester.

**Deadlines:** Completed application must be received by the published dates included in this application packet. Applications received after the deadlines for admission for a particular term will be considered for the next term. Should you decide not to attend the semester you are applying for, you must submit a written request to the Admissions Office to defer your application to the following semester.

Transcripts: First time college applicants are required to have their secondary school or General Educational Development (GED) Institute send a transcript showing completion of twelve years of elementary and secondary education to the Admissions Office. Transfer applicants are required to have their transcripts from all colleges and universities attended sent directly to the Admissions Office at the address above. Transcripts submitted by the applicant will not be accepted as official. All transcripts become university property and will not be given to or reproduced for the applicant/student.

**Placement Examinations:** All entering freshmen and transfer applicants who have not completed at least three (3) semester hours of college-level English composition and at least three (3) semester hours of transferable college-level mathematics course with a grade of "C" or better at an accredited U.S. College or University must take placement examinations in English and Mathematics. Applicants who do not take the English placement test or who do not submit

transcripts showing completion of college level English can be admitted only as transition students and will be limited in

their enrollment to certain approved courses for transition students. Admission under this status is limited to one semester. APPLICATIONS MUST BE PAID AND SUBMITTED TO THE ADMISSIONS OFFICE PRIOR TO PLACEMENT EXAMINATIONS.

Health Requirement: All applicants must supply evidence of having been vaccinated against measles, mumps and rubella (MMR) and the results of a tuberculin skin test taken no earlier than six months prior to the beginning of the entry term. In addition, applicants must complete a personal health survey form and submit it to the Student Health Services Office. Health documents must be submitted to Student Health Office and cleared by the nurse before Orientation and Registration. Failure to submit health documents for your health clearance will delay registration.

Residency Classification: Submit proof of residency for tuition rate determination. The burden of proof is upon the student making a claim to resident student's status. This admission of students who knowingly provide false information for the purpose of achieving resident status shall be subject to cancellation and adjusted billing. Applicants who fail to submit proof of residency documentation will be classified as non-resident. Supporting documents must be submitted on or before registration day.

**Discrimination Prohibited:** No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance, or be treated on the basis of gender, or disability under most education programs or activities receiving Federal Assistance.

#### POLICIES AND PROCEDURES FOR NON DEGREE STUDENTS

The University of Guam recognizes that some mature individuals need specific courses for personal enrichment or professional advancement and do not require degree programs. The following option is for such individuals only.

An applicant who has not been a full time secondary student for at least four years, or who is enrolled in a degree program at another institutions and does not wish to enroll in a degree program at UOG, may apply for admissions as a non-degree student. Applicants who are enrolled in degree programs at other institutions must provide certification of enrollment and academic standing from other institution in order to be accepted as a non-degree student. A non-degree student is not required to submit high school or previous college records, or to take placement examinations except for entry into courses in English and Mathematics.

A maximum of 30 credits taken by a student in non degree status can be accepted toward fulfillment of a degree program at the University of Guam if the student meets the following requirements:

- An Undergraduate Application for the Admission for Degree Seeking Students must be submitted
  to the Admissions Office. The student must complete all requirements for admission, as would a
  degree-seeking student.
- Prerequisite courses not completed while the students were in non-degree status must be satisfied before the requested courses can be applied toward a degree program.
- After completing two consecutive semesters of study as a degree seeking student and after completing the appropriate prerequisites, the student must submit a request to the Admissions Office asking that courses taken in non-degree status be applied toward a specific degree program.

Courses taken in non-degree status are taken at the student's risk, without regard to formal prerequisites. Non-degree students may sign their own registration forms but are urged to seek the advice of the course instructor. Enrollment is subject to availability of space and instructor's concurrence.

Students seeking degree at other institutions should determine in advance whether courses taken at UOG will be accepted by their official advisors.

If you are currently a Graduate Studies status, and wish to change to Undergraduate non-degree status, you must officially withdrawal from Graduate Studies Office.

**Note:** Non-Degree students are not eligible for federal financial aid.

For more information on non-degree status, please refer to the UOG Course Catalog or call the Admissions Office.

#### STUDENT RESIDENCY POLICY

As revised by the Board of Regents on April 09, 2012

For tuition purposes, students are classified as resident or nonresident. The Registrar certifies the residency status. The considerations used in determining Residency status are as follows:

- ✓ Establishment of a domicile on Guam or in one of the Freely Associated States (the Commonwealth of the Northern Marianas Islands, the Federated States of Micronesia, the Marshal Islands, or the Republic of Palau) as mandated by 17GC16125. (a) for a period of twelve month prior to the beginning of the term for which residency is claimed, or
- ✓ Evidence of residency for a period of twelve months or more prior to the beginning of the term for which residency is claimed. Evidence of residency will be shown by a student providing documentation from one of the following¹:
  - Permanent employment on Guam (verification of employment)
  - Payment of income taxes of Guam (by student, or by parent/guardian if the student is a dependent).
  - Ownership or rental of living quarters on Guam.
  - Continue to use a Guam permanent address on ALL RECORDS (educational, employment, military, financial).
  - Retain your Guam voter's registration.
  - Maintain a Guam driver's license or vehicle registration. If it is necessary to change your license or registration while temporarily residing in another location, the license MUST be changed back to Guam within 10 days of the date of return to Guam, and the vehicle registration must be changed within 20 days of the date of return.
  - Village Mayor's certification of residency.
- ✓ Adjustment to Permanent Resident Status Students who have filed for an Adjustment to Permanent Resident Status will be eligible for resident rate <u>only</u> if they have resided on Guam for twelve consecutive months prior to applying to the university and have submitted the following supporting documents:
  - A Notice of Action for the Adjustment to Permanent Resident Status from the USCIS.\*
  - Proof of residency (documents to prove living on Guam for the last twelve months prior to applying to the university).

\*A Notice of Action denying the student's application for an Adjustment to Permanent Resident Status will render the student ineligible for resident tuition rate.

The burden of proof is upon the student making a claim to resident student's status. The admission of students who knowingly provide false information for the purpose of achieving resident status shall be subject to cancellation and adjusted billing.

Complete the "Petition for Residency Student Classification" before the deadline of the semester or term you wish to enroll. Approved changes of status will become effective for the term or semester following the approval; they are not retroactive, and no refunds will be given.

### Exemptions to the twelve-month requirement where resident classification may apply<sup>1</sup>:

#### **Graduate of a Guam High School**

You may be entitled to an exemption from nonresident tuition if you attended high school in Guam for three (3) or more years AND graduated from a Guam high school. You are not eligible for this exemption if you are a nonimmigrant alien.

#### Attended Elementary and Middle School on Guam

You may be entitled to an exemption from nonresident tuition if you attended both elementary AND middle school on Guam. You are not eligible for this exemption if you are a nonimmigrant alien.

#### **Active Military Duty**

United States Military personnel and their authorized dependents (as defined by the Armed Services) during the period such personnel are stationed in Guam on active duty. NOTE: This exception does not apply to employees of other U.S. federal government departments, bureaus, or agencies or their dependents who are assigned or stationed to Guam.

#### **Legal Place of Residency**

You may be entitled to an exemption from nonresident tuition if you are able to demonstrate to the Registrar that Guam is your legal place of residency and you intend to make Guam your permanent place of residency.

You may be entitled to an exemption from nonresident tuition if you are able to demonstrate that you permanently reside in Guam, but have been absent for only educational, training, or military reasons.

<sup>1</sup>Non immigrant aliens, e.g. B,F,H,E Visa holders, are classified as non-residents and are not qualified for resident tuition rates or exemptions.



**Enrollment Management & Student Services** 

Admissions and Records

The deadline dates for prospective students, as well as tuition costs, are provided below. SCHEDULE OF APPLICATION DEADLINES TUITION COST AND APPLICATION FEES

### INTERNATIONAL (I-20) FOREIGN UNDERGRADUATE & GRADUATE APPLICANTS

Tuition (Per Credit)

Entry Term	Application Deadline	Application Fee	Undergraduate /Graduate
Spring 2017	September I, 2016	\$74.00	\$504.00 \$650.00
Summer 2017	February 06, 2017	\$74.00	\$504.00 \$650.00
Fall 2017	March 13, 2017	\$74.00	\$504.00 \$650.00

#### RESIDENT/NON-RESIDENT UNDERGRADUATE AND GRADUATE APPLICANTS

Tuition (Per Credit)

			Resident	Non-Resident
Entry Term	Application Deadline	<b>Application Fee</b>	Undergraduate/Graduat	<u>e Undergraduate/Graduate</u>
Spring 2017	November 18, 2016	\$49.00	\$210.00 \$285.00	\$504.00 \$650.00
Summer 2017	April 14, 2017	\$49.00	\$210.00 \$285.00	\$504.00 \$650.00
Fall 2017	June 1, 2017	\$49.00	\$210.00 \$285.00	\$504.00 \$650.00

Application fee and tuition fee are subject to change. Semester fees also apply.

## PLACEMENT EXAMINATION DATES (Picture ID Required) PROSPECTIVE APPLICANTS MUST SUBMIT AN ADMISSIONS APPLICATION FORM BEFORE TAKING THE PLACEMENT EXAMINATIONS

TERM	DATE/SUBJECT	TIME	LOCATION
Spring 2017	December 3, 2016 (English)	08:00 a.m.	CLASS Lecture Hall
Spring 2017	December 3, 2016 (Math)	10:30 a.m.	<b>CLASS Lecture Hall</b>
Summer 2017	April 22, 2017 (English)	08:00 a.m.	CLASS Lecture Hall
Summer 2017	April 22, 2017 (Math)	10:30 a.m.	CLASS Lecture Hall
Fall 2017	June 08, 2017 (A-C English)	12:00 p.m.	CLASS Lecture Hall
Fall 2017	June 08, 2017 (A-C Math)	2:30 p.m.	<b>CLASS Lecture Hall</b>
Fall 2017	June 08, 2017 (D-L English)	08:00 a.m.	CLASS Lecture Hall
Fall 2017	June 08, 2017 (D-L Math)	10:30 a.m.	CLASS Lecture Hall
Fall 2017	June 09, 2017 (M-R English)	12:00 p.m.	CLASS Lecture Hall
Fall 2017	June 09, 2017 (M-R Math)	2:30 p.m.	CLASS Lecture Hall
Fall 2017	June 09, 2017 (S-Z English)	08:00 am	CLASS Lecture Hall
Fall 2017	June 09, 2017 (S-Z Math)	10:30 am	CLASS Lecture Hall

Please be advised that the placement test dates are subject to change. A reminder will be sent to the student via email the week of the test date.

For more information contact: English Dept. Tel. 735-2725-6 or Fax 734-0012 Math Dept. Tel. 735-2825 or Fax 734-4582

> UOG Station, Mangilao, Guam 96923 Tel. (671) 735.2201 or 735.2202/14 Fax. (671) 735.2203 A Land Grant Institution accredited by the Western Association of Schools and Colleges The University of Guam is an Equal Opportunity Employer and Provider



## UNIVERSITY OF GUAM APPLICATION FOR ADMISSION NON-DEGREE UNDERGRADUATE

IMPORTANT: A non-refundable Application Fee must accompany this application. Certified Cashiers check or money order should be made payable to the University of Guam. Please use a pen (print in ink) or a typewriter in filling out this form and submit the completed application to the Admissions Office. Please provide complete and accurate information in blue or black ink. Incomplete applications cannot be processed and the applicant will not be considered for admission.

LEGAL NAME: ANY OTHER NAMES USED ON OTHER REQUIRED					MES USED ON OTHER REQUIRED	
LAST,	FIRST			MIDDLE	DOCUMENTS:	
MAILING ADDRESS:	NUMBER/STREET		CITY	!	STATE	ZIPCODE
HOME ADDRESS:			( F	Effective Da	nte):	
			,-		, -	
CONTACT INFORMATION:		<del></del>				
HOME: WC	RK:	CELL:		EMAIL	:	
SEMESTER ENTERING:						
(Select and indicate semester y	ear) ( ) FALI		( )	SPRING 2	0	( ) SUMMER 20
REASON FOR ENROLLING:						
				Transfer	to another institu	tion
<ul><li>Personal Enrichment</li><li>Raise my grade point a</li></ul>	verage.				r Requirement	
☐ Certification	erage			Other (S <sub>1</sub>	pecify)	
☐ To prepare for CPA Ex	am		Note: Non-Degree students are not eligible for federal financial aid.			
		PERSO	NAL DA			5
DATE OF BIRTH: Mon	h Day	Year	PLACE O	F BIRTH (S	tate or Foreign C	ountry):
	/					
U.S. SOCIAL SECURITY NO. ONLY:	///		FIRST LANGUAGE:			
			1110121			
	/ /					
CITIZENSHIP: (check one	)					
Guam, USA		II – Rota		M- Chuuk		☐ Japan
<ul><li>□ USA, Other</li><li>□ CNMI – Saipan</li></ul>	□ CNM			M – Yap		☐ Korea
☐ CNMI – Saipan		<ul><li>–Kosrae</li><li>– Pohnpei</li></ul>		lau/Belau arshalls		☐ Philippines ☐ Other:
	TSW	- I omper	u IVI	usnans		Guier.
GENDER: ( ) Female ( ) Ma	e MARITAL	STATUS: ( )	Single (	) Marrie	d ( ) Divorc	ed () Widowed
IF YOU ARE A NATURALIZED U.						£:
(Note: Please present an original c	ppy to the Admissions	Office for verific	anon. <u><b>Do n</b></u>	ot pnoto co	py the naturaliza	non certificate).
ETHNICITY: (check one)  IN – American Indian/.	Jackan Nativa	□ AK – A	Asian - Kor	aan		☐ MM – Micronesian- Marshallese
□ BN – Black Non-Hispa	i i		Asian - Kon Asian Vietn			☐ MP – Micronesian – Palauan
■ WN – Caucasian (White	i i		Asian –Othe			☐ MH – Micronesian – Pohnpean
☐ HP – Hispanic	•		Chamorro –			☐ MY – Micronesian – Yapese
AC – Asian - Chinese			Chamorro-S			MO – Micronesian – Other
<ul><li>□ AF – Asian - Filipino</li><li>□ AN – Asian –Indian</li></ul>			Micronesia: Micronesia		i	☐ PO – Pacific – Other
☐ AJ – Asian – Indian ☐ AJ – Asian – Japanese			Micronesia Micronesia			OT Other:
1	1				į	

OLL NAME:	RELATIONSHIP TO YOU:			
MAILING ADDRESS:				
IOMEPHONE: WORK PHO	NE:		CELL:	
OOB:	EMAIL:			
ORMER UOG STUDENT:YES	NO			
STUD	ENT'S EDUCA	ATIONA	L DATA	
NDICATE THE NUMBER OF YEARS YOU ATTENDED	D EACH OF THE			
Elementary School		Senior F	High School	
unior High/Middle School		College	University	
	YEARS	OF EDUCA	ΓΙΟΝ TOTAL:	
AME AND LOCATION (please print full name & location)	HIGH SCHOOL(S) ATTENDED  t full name & location)  DATES ATTENDED  TO		DATE GRADUATED	
то				
	<u></u>		то	
GENERAL EDUCA				ble)
NAME AND LOCATION (please print full name & location)		PMENT (C	<b>G.E.D.</b> , if applica	ble)
NAME AND LOCATION (please print full name & location)  UNIVE	TION DEVELO	GE(S) ATT	<b>G.E.D.</b> , if applica	ble)
NAME AND LOCATION (please print full name & location)  UNIVE	ERSITY COLLEG	GE(S) ATT	G.E.D. , if applica	DATE PASSED
NAME AND LOCATION (please print full name & location)  UNIVE	ERSITY COLLEGE  DATES AT	PMENT (C	G.E.D. , if applica	DATE PASSED
NAME AND LOCATION (please print full name & location)  UNIVE	ERSITY COLLEGE DATES AT	GE(S) ATT	G.E.D. , if applica	DATE PASSED
NAME AND LOCATION (please print full name & location)	ERSITY COLLEGE DATES AT TO	PMENT (C	G.E.D. , if applica	DATE PASSED
NAME AND LOCATION (please print full name & location)  UNIVE	ERSITY COLLEGE DATES AT TO	PMENT (C	G.E.D. , if applica	DATE PASSED
NAME AND LOCATION (please print full name & location)  UNIVE	ERSITY COLLEGE DATES AT TO TO	GE(S) ATT	G.E.D. , if applica	DATE PASSED

Undergraduate Admissions. If your cumulative GPA at the last institution attended is below the required minimum of 2.00, you may submit a written appeal to the Registrar for consideration of probation admittance to the University of Guam.

If you have ever been on PROBATION or SUSPENDED or DISMISSED by another institution, give the type and date of action

taken and indicate your present status.

	taken and indicate your present status.							
	INSTITUTION	TYPE	DATE	PRESENT STATUS				
<u> </u>			ļ					

	RELEASE OF ALL RIGHTS IN PHOTOGRAPH					
I authorize the University of Guam, and those acting under its authority, to use for any lawful purposes whatsoever, photographic portraits or pictures of myself, or in which I may be included in whole or in part, or composite of distorted in character, or form, in conjunction with my						
own name, or reproductions thereof in color or otherwise, made through any medium.						
Signat	Signature: Date:					
	STUDENT RESIDENCY CLASSIFICATION					
		(I KESI	IDENCI CLASSIFICA	MITON		
	ENCY: (Select one) U.S. Citizen & Resident of Guam		CNMI		□ FSM	
	U.S. Citizen & Nonresident of Guam		I-20 Student		□ Marshall	
			Active Military /Deper	ndent	□ Palau/Belau	
NOTE: A petition and all required supportive document must be filed on or before the established deadline of the semester or summer term for which you seek Resident Student classification. No petition will be considered unless it is accompanied by the supporting documents.						
1.	I am a resident of state/country:				is your legal residence, give exact and year residence was established:	
2.	Have you lived on Guam continuously birth? ( )YES ( ) NO If not, please a the remaining questions.		5. Wha	at was y	your reason for coming to Guam?	
3.	When did you last arrive on Guam? month, date and year of arrival:	Give	subi	mitted: Guam	type of supporting document to be High School Transcript	
Non-immigrant aliens, e.g., B,F,H, and E visa holders, are classified as non-residents and are not qualified for resident tuition rates or exemptions.  Please refer to application instruction booklet for eligibility requirements.						
	FOR ACTIVE MEMBE	RS OR	VETERANS OF U.S. A	RMEI	FORCES	
( ) I am	n now in the U.S.		on full-time	duty a	t	
,	BRANCH OF SERVIC	CE		•	BASE OR STATION	
( ) I am	n a veteran of the U.S. Armed Forces. I re	ceived a	discharge other than dis	honoral	ble from the U.S	
· · · · · · · · · · · · · · · · · · ·			_		BRANCH OF SERVICE	
FOR STATISTICAL REPORTING (optional)  Does at least one of your parents or legal guardians have a bachelor's degree? ( ) yes ( ) no						
ARE YOU F	FROM A LOW-INCOME HOUSEHOLD? (for statistic	al reportin	g only) ( ) YES ( ) NO	•		
WHICH AC	CADEMIC SUPPORT SERVICES WOULD YOU BE INTE	RESTED IN	?: (CHECK ALL THAT APPLY)			
			unseling		☐ Financial Aid Assistance	
	Freshmen Orientation	Compute	er Access	'	□ Cultural Orientation	
	DID YOU TAKE THE UOG ENGLISH AND MATH PLACEMENT EXAMINATIONS? ( ) YES WHEN: WHERE ( ) NO					
DO YOU HAVE A PHYSICAL OR LEARNING DISABILITY? (For statistical reporting only) ( ) Yes ( ) No If you are a person with a disability and in need of assistance, please call The ADA Office at (671) 735-2244, 735-2971, (Voice) TTY for support services and information.						

#### RELEASE OF INFORMATION

The University of Guam complies with the statutes and regulations of the Family Educational Rights and Privacy Act of 1974 pertaining to the confidentiality of a student's personal and academic records in its possession. See catalog for more information and notice.

The University of Guam is authorized under the provisions of the Family Educational Rights and Privacy Act of 1974 to release student directory information. Directory information includes the student's name, address, email address, telephone listing, date and place of birth, major field of study, gender, load status, class levels, participation in officially recognized activities and sport, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. The above-designated information is subject to release by the University of Guam at any time unless it has received prior written objections from the student specifying information, which the student requests not to be released.

Students wishing to restrict release of directory information must file a "Request to Prevent Disclosure of Directory Information" form at the Office of Admissions and Records. This form must be filed within two weeks after the first day of instruction of the regular semester and within one week after the first day of instruction of the summer session. The notification to prevent disclosure of directory information is effective only for the one term from which the student is registered.

====Optional====

I authorize the following individual(s) full access to my student records, to include but not limited to, transcript requests, grades, enrollment certification, and registration. I understand that I may cancel this authorization at anytime.

THIS REQUEST WILL REMAIN IN EFFECT FOR THIS TERM AND MUST BE RENEWED EVERY TERM FOR WHICH THE STUDENT IS CURRENTLY ENROLLED.

NAME (please print)	RELATI	ONSHIP	DATE OF BIRTH
I certify that the statements I have mate to have been willfully given by me h for my immediate dismissal.	MANDATOR de in this application are true a erein or in any supporting doc	and correct. I understan	d that any false information found for rejection of my application or
APPLICANT'S SIGNATURE			DATE
THE FOLLOWING INFORMATION IS NEEDED B	EFORE YOUR APPLICATION STATUS T	O THE UNIVERSITY OF GUAN	I CAN BE DETERMINED:
Official/Unofficial copy of College Student Health Clearance (shot reconstruction of GED Score) Acceptance letter from your univer Official Documentation of GED Score  I understand that I need to submit the cacceptance to the University or registration	ords) sity ores ocument(s) indicated above in	<ul><li>□ Proof of Residency</li><li>□ Proof of citizenship</li><li>□ Other:</li></ul>	f Standing (if transfer non-degree student)  pplication. This may delay my
STUDENT (print and sign)	DATE	A & R TECHNICIAN	DATE
	DO NOT WRITE ON THIS	SPACE BELOW	
RECRUITMENT EVENT:			
☐ High School☐ Website☐ Walk-In		Recruitment Event Recruitment Event Other (Specify):	(On-Campus)
APPLICATION RECEIVED ON:	BY:		
DAT	E	RECEIVING P	PERSON
ADMISSIONS STATUS: ( ) Regular Student (	) High School Student ( ) Spec	ial Student ( ) App. Rejec	rted Tech.
APPLICATION FEE RECEIVED:	RECEIPT N	1O:	( ) LATE



**Enrollment Management & Student Services** 

Admissions and Records

#### STUDENT'S REMINDER RECEIPT

THE FOLLOWING INFORMATION IS NEEDED BEFORE YOUR A DETERMINED:	PPLICATION STATUS TO THE UNIVERSITY OF GUAM CAN BE
<ul> <li>Official/Unofficial copy of College Transcripts</li> <li>Student Health Clearance (shot records)</li> <li>Official Documentation of GED Scores</li> <li>Acceptance letter from your university</li> </ul>	<ul> <li>Official Statement of Standing (if transfer non-degree student)</li> <li>Proof of Residency</li> <li>Proof of Citizenship</li> <li>Other:</li> </ul>
I understand that I need to submit the document(s) indicated acceptance to the University or registration for my classes.	above in order to complete my application. This may delay my
STUDENT'S NAME (print and sign)	DATE A & R TECHNICIAN DATE

#### **NOTES**