



Career-Technical Credit Transfer (CT)<sup>2</sup>
Verification of Course/Program Completion for Air Transportation

Student: Complete Part I of this form then give it to your teacher. Request an official high school or GED transcript to be sent to each college/university of your choice in addition to this form. Part II and III are to be completed by a school official.

Part I: To be completed by Student requesting verification:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_
College ID Number (if known) : \_\_\_\_\_ Date of Birth: \_\_\_\_\_
High School Graduation Date/Adult Workforce Education Program Completion Date \_\_\_\_\_
Home Address: \_\_\_\_\_
Daytime Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_
Email: \_\_\_\_\_
Please send this form to the following college/university and department/office:
Name of Institution: \_\_\_\_\_
College Department/Office: \_\_\_\_\_
Address: \_\_\_\_\_
Signature of Requesting Student: \_\_\_\_\_ Date: \_\_\_\_\_

Credentials Needed for Credit: https://bit.ly/2kE75XI

Part II: To be completed by Sending/Verifying Institution (Career-Technical Institution).

Automotive Technology

Table with 5 columns: CTAN, CTAN NAME, Term Completed (with a "C" or better) Term/yyyy, Institution is approved for CTAN (mark all lines that apply), Initial all lines that student has completed. Rows include CTAIR001 (Air Transportation), CTAIR002 (Aircraft Ground Operations), CTAIR003 (Aviation Meteorology), CTAIR004 (Introduction to Aviation), and CTAIR005 (Private Pilot Theory).

Check for CTAN Approvals https://goo.gl/TrzmJu

Part II. Should be completed by a school official and must include program completion dates and initials.

NOT OFFICIAL WITHOUT PART III\*. STUDENT MUST NOT HAND-CARRY

\*Administrators may request Part III of the Verification Form from https://oatnkb.ohiohighered.org/ or call 614.752.9474