CAE CENTER OF ACTUARIAL EXCELLENCE | UEC UNIVERSITY-EARNED CREDIT

SOCIETY OF ACTUARIES

University-Earned Credit (UEC) Program Application

2026-2027 Review Cycle

Application Deadline: October 15, 2026

This form is for Centers of Actuarial Excellence (CAE) universities seeking to be approved for the University-Earned Credit (UEC) program. Refer to the guidance beginning on page 3 of this document for instructions on how to complete the application.

Box 1: Contact Information	
1a. Name of university	
1b. Name of faculty contact for the purpose of this application	
1c. Faculty contact email address	1d. Faculty contact phone number

Box 2: Curriculum Details

2a. Mark the exams for which you are seeking to provide University-Earned Credit and indicate the course number(s) for each. If there are multiple sections offered for the course(s) indicated, specify which courses these are.

Exams (select at least 2)	**Course Number(s)**	**Which course(s) have multiple sections?**
☐ Financial Mathematics (FM)	(1 course max)	
☐ Statistics for Risk Modeling (SRM)	(3 courses max)	
☐ Fundamentals of Actuarial Mathematics (FAM)	(2 courses max)	
☐ Advanced Long-Term Actuarial Mathematics (ALTAM)	(2 courses max)	
☐ Advanced Short-Term Actuarial Mathematics (ASTAM)	(2 courses max)	

2b. Are Adaptability Quotient (AQ) and Emotional Quotient (EQ) skills appropriately incorporated across the program and available for all degree seeking students?

☐ Yes ☐ No

Required documentation:

Completed Curriculum Worksheets for courses indicated.

Course syllabi for each of the terms modified according to UEC guidelines.[1] Weekly course schedule should be included, and it should be clear which SOA learning objectives are covered.

Midterm and Final Exams administered during the last two administrations of each course indicated.[2] If the course has not previously been offered, then exams from similar previously administered courses should be provided. If no such courses exist, then sample exams must be provided.

Completed AQ/EQ Worksheet

[1] Syllabi for each section of a course must be provided if all sections do not share these in common.

[2] Midterm and/or final exams for each section of a course must be provided if all sections do not share these in common.

Box 3: Accreditation Actuary Nomination (must be an SOA member)	
3a. Name of full-time faculty member nominated to serve as university's Accreditation Actuary - include credentials (even if same as faculty contact above)	
3b. Accreditation Actuary's email address	3c. Accreditation Actuary's phone number
Required documentation: Curriculum Vitae (CV)	
Box 4: Site Visit Dates	
Please list all dates that would work well for a one-day site visit within the following date range (weekdays only): **February 15-June 30, 2027** If your university is due for a CAE review and site visit within one year of the above time frame, a combined CAE/UEC site visit will be conducted. In this case, the site visit would be conducted over a period of two full days.	
Box 5: Acknowledgements and Signature	
Applicants (contact person noted in Box 1) attest to the following (applicant must check all boxes and sign below): ☐ I agree that the Accreditation Actuary will provide the required materials to the External Examiner by the established deadlines ☐ Should my university be approved for UEC, the program will participate in a Zoom check-in meeting with members of the UEC Oversight Committee at the 3-year mark. After which a combined CAE/UEC site visit will be conducted every five years. ☐ I understand that the SOA may revoke UEC approval for my institution at any time should it fail to meet the requisite conditions of the UEC program Signature: Date:	

Submission Instructions

This completed application and the required documentation listed below must be received by the SOA no later than **October 1, 2026**.

1. Application form – complete with acknowledgements and signature.
2. Curriculum worksheets showing at least 85% coverage for any exams indicated in Box 2.
3. Course syllabi – for each of the terms modified according to UEC guidelines, including weekly course schedule and SOA learning objectives clearly identified.
4. Midterm and Final Exams – administered during the last two administrations of each course indicated, or if the course has not previously been offered, exams from similar previously administered courses should be provided. If no such courses exist, then sample exams must be provided.
5. AQ/EQ Worksheet – indication of skills covered, where they are included and how they are incorporated in the program.
6. Accreditation Actuary's CV.

The documents must be saved *in the above order* into a single PDF and with the appropriate bookmarks for each of the 6 sections. If the application is not bookmarked upon submission, it may be sent back with a request that proper bookmarks be added before resubmission. If you have trouble bookmarking your document, you may request assistance in advance to UEC@soa.org.

Email your submission to UEC@soa.org as an attachment or provide a file sharing link where we may download your file.

University-Earned Credit Program Application Guidance

Additional information for completing the application

Box 1: Contact Information

- Enter name of the university.
- Enter the name, email address, and phone number for the faculty contact to be used for the purposes of this application.

Box 2: Curriculum Details

- Check the boxes for the exams for which you are seeking approval through the University-Earned Credit program and list the course numbers for the courses that cover those exams. Note that there are maximums permitted for each exam.
    - If there are multiple sections offered for the course(s) indicated, specify which courses these are.
- For each exam for which a box is checked, fill out the Curriculum Worksheet provided for that exam to show how the course(s) map to the exam topics/learning objectives.
- Provide the syllabi for each of the terms modified according to UEC guidelines.
    - A weekly course schedule should be included.
    - It should be clear which SOA learning objectives are covered.
- Provide copies of the midterms and final exams administered for the last two administrations of each course indicated.
    - If the course has not previously been offered, then exams from similar previously administered courses should be provided. If no such courses exist, then sample exams must be provided.
- Complete the provided AQ/EQ Worksheet. Refer to the UEC Guidance on AQ and EQ Education for further details.

Box 3: Accreditation Actuary

- Enter the name, credentials, email address, and phone number for the full-time faculty member that is being nominated as the Accreditation Actuary for the university.
    - If there is no SOA member on the faculty, then a faculty member who is a credentialed actuary for CAE purposes may be approved to serve as the Accreditation Actuary.
- Provide the CV for this faculty member.

Box 4: Site Visit Dates

- Enter all dates that would work well for a one-day site visit within the date range provided (weekdays only).
    - If your university is due for a CAE review and site visit within one year of the above time frame, a combined CAE/UEC site visit will be conducted. In this case, the site visit would be conducted over a period of two full days.

Box 5: Acknowledgements and Signature

- Check the box next to each statement and sign and date the form to indicate that you acknowledge and understand each statement.