



Nonverified Course Content Attestation

Overview

This attestation may be completed to establish behavior-analytic content toward the BACB's BCBA or BCaBA coursework requirements for a course that is not part of a [Verified Course Sequence](#) (VCS). This form should be completed to confirm course content for the duration of time that the course syllabus remained the same. The first term/year offered and last term/year offered fields should be used to establish the timeframe that this course followed a particular syllabus and contained the same course content.

Instructions: This attestation may be completed by the chair of the department or the instructor of the course in conjunction with the chair's signature. Before you complete this attestation, please gather: (a) a syllabus from the time period of your allocated content hours, (b) a record of how the course appears on a student transcript, and (c) the BACB's current Coursework Requirements outlined in the [BCaBA](#) and [BCBA](#) handbooks.

General Course Information

Institution Name: _____

Department: _____

The following course number, name, number of credits, and term/year must match the information provided in a transcript **exactly** for hours to be allocated in a certification application.

Course Number: _____

Course Name: _____

Course Abbreviation as it Appears on a Transcript (if applicable): _____

First Term/Year Offered: _____

Last Term/Year Offered (if applicable): _____

Credit Level: _____

Credit System: _____

Number of Credits: _____

Total Instructor-Led Hours: _____ (may not exceed number of credits—e.g., 1 credit/quarter ≤ 10 hours)

Professor/Instructor Name(s): _____

Course Content Hour Information

Instructions: Based on the syllabus from the dates when the course was offered, enter the number of instructor-led hours covered in each category below. The total hours may not exceed the number of credits listed on a transcript (e.g., 1 credit/semester ≤ 15 hours; 3 credits/semester ≤ 45 hours).

A. Ethical and Professional Conduct	B. Concepts and Principles of Behavior Analysis	C. Research Methods—Measurement	C. Research Methods—Experimental Design	D. ABA—Identification of the Problem and Assessment	D. ABA—Fundamental Elements of Behavior Change	D. ABA—Intervention & Behavior Change Considerations	D. ABA—Behavior Change Systems	D. ABA—Implementation, Management and Supervision	E. Discretionary ABA

Course Content Attestations

Instructions: Please complete the following attestations. The BACB will not be able to process Nonverified Course Content Attestations that do not have all of the below items agreed to.

I have confirmed that this course is not part of a [Verified Course Sequence](#) for the dates listed above.

I have thoroughly reviewed the BACB's current Course Content Allocation requirements outlined in the [BCaBA](#) and [BCBA](#) handbooks and made the hour allocations accordingly.

I hereby assert that the hours listed only reflect time spent engaging in instruction (e.g., live or recorded didactic instruction, interactive training and role-play, class presentations, and/or synchronous class discussions) and do not include time spent engaged in independent activities (e.g., reading, preparatory assignments, asynchronous discussions, and/or fieldwork activities).

I have reviewed and will retain (for at least 2 years) copies of syllabi used to make these hour allocations and will provide them to the BACB upon request.

I understand that the BACB will enter this information into course records and use it to determine whether students, now and in the future, have met the BACB's coursework requirements.

I understand that the BACB may make course content information in this document publicly available.

I understand that I may not retroactively revise these content hours and that the BACB will not allow me any additional opportunities to modify my statements regarding the allocation of hours for this course (taught in the same term and year by the same instructor).

I understand that the proposed hours may be rejected if they are not aligned with the BACB's coursework requirements, if the BACB has conflicting records, if insufficient supporting documentation is found upon an audit, or if they are overturned in the event of appeal. Rejected coursework attestations may result in the inability to submit future attestations.

I assert that I have the authority to sign this form, and I attest that the information provided is accurate and consistent with the culture of institutional integrity associated with my institution.

Course Professor/Instructor

(If applicable) BACB Account Number: _____

Title at Institution: _____

Email Address: _____

Printed Name: _____

Signed Name: _____

Date: _____

Chair of Department/Dean of College

(If applicable) BACB Account Number: _____

Title at Institution: _____

Email Address: _____

Printed Name: _____

Signed Name: _____ (Required)

Date: _____ (Required)

Return the completed form to the student who will submit this form to the BACB either with a certification application or as part of a Preliminary Coursework Evaluation Application. *Note to the applicant:* Review your certification application or Preliminary Coursework Evaluation Application for instructions on how to submit this form.