

What Supporting Documentation do I Need to Submit to AHIMA to take the RHIT or RHIA exam?

Education/Eligibility Type	Documentation Required	Where to Send Documentation (NOT the exam application)	How Do I Apply for the Exam?
<p style="text-align: center;">Associate, Baccalaureate, or Master's level HIM Program Graduate</p>	<p style="text-align: center;">Official (sealed) school transcript</p> <p>*Must include graduation date</p>	<p style="text-align: center;">Email Preferred: CertificationTranscripts@ahima.org</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Mail: AHIMA, Certification Transcripts 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>	<p style="text-align: center;">Online Preferred</p> <p>For payment by check, mail paper application separately with payment to: AHIMA, Attn: Exam Application 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>
<p style="text-align: center;">Certificate of the Degree (Post-Baccalaureate) HIM Program Graduate</p> <p>*Even if early testing, follow these steps and choose "Certificate of the Degree" eligibility option within exam application</p>	<p style="text-align: center;">Letter of attestation from Program Director</p> <p>*Transcripts are NOT needed</p>	<p style="text-align: center;">Email Preferred: Certification@ahima.org</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Fax: (312) 233-1413</p>	<p style="text-align: center;">Online Preferred</p> <p>For payment by check, mail paper application with payment to: AHIMA, Attn: Exam Application 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>
<p style="text-align: center;">Early Tester</p> <p>*For Certificate of the Degree (Post-Baccalaureate) students only, follow the Certificate of the Degree steps above</p>	<p style="text-align: center;">Before Taking Exam:</p> <p>1. Complete Application for Early Testing</p> <p style="text-align: center;">After Graduation:</p> <p>2. Official (sealed) school transcript</p> <p>*Must include graduation date **Your certification will not be awarded until your transcript is received and approved</p>	<p>1. Application for Early Testing: Include with exam application</p> <p>2. Official school transcript (must include graduation date):</p> <p style="text-align: center;">Email Preferred: CertificationTranscripts@ahima.org</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Mail: AHIMA, Certification Transcripts 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>	<p style="text-align: center;">Online Preferred</p> <p>For payment by check, mail paper application with payment to: AHIMA, Attn: Exam Application 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>
<p style="text-align: center;">RHIT to RHIA Proviso</p>	<p style="text-align: center;">Official (sealed) school transcript of baccalaureate (or higher) degree</p> <p>*Must include graduation date</p>	<p style="text-align: center;">Email Preferred: CertificationTranscripts@ahima.org</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Mail: AHIMA, Certification Transcripts 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>	<p style="text-align: center;">Online Preferred</p> <p>For payment by check, mail paper application with payment to: AHIMA, Attn: Exam Application 233 N. Michigan Ave., 21st Fl. Chicago, IL 60601</p>
<p style="text-align: center;">Foreign Baccalaureate or Associate level HIM Program Graduate with reciprocity agreement</p> <p>(Includes Canada, Australia, South Korea)</p> <p>*Not eligible for early testing</p>	<p style="text-align: center;">Contact Certification@ahima.org</p>	<p style="text-align: center;">Contact Certification@ahima.org</p>	<p style="text-align: center;">Contact Certification@ahima.org</p>