

PETITION POLICY FOR MILITARY EXPERIENCE CREDIT

1. Basic Training or Recruit Training - Three units of credit may be awarded for Navy Veterans and active duty students; four units for all other service veterans and active duty students. This follows the recommendation of the ACE (American Council on Education) Guide to Military Credit.
 - a. Two of the units will be applied toward the P.E. Graduation requirement.
 - b. The health education requirement is met by completion of Basic or Recruit Training.
 - c. The remaining one or two units will be applied toward elective credit.
 - d. Air Force veterans will be awarded credit based on the transcripts of the Community College of the Air Force (CCAF).
2. All other Military Courses
 - a. Credit will be awarded for lower division baccalaureate/associate degree and upper division baccalaureate recommended courses with the following conditions:
 1. DD214 or DD295 must be on file with the Admissions Office.
 2. Student must petition the Evaluations Office for credit.
 3. Appropriate division deans must approve course equivalency when credit is sought for specific military coursework beyond basics training.
 4. If military coursework does not match with specific college coursework, the military credits will be listed as electives.
 - b. Credits will be awarded based on recommendation provided on a Community College of the Air Force (CCAF) transcript.
 - c. Credit will be awarded based on recommendation provided by the Army/American Council on Education Registry Transcript (AARTS). (See exception following for MOS coursework).

3. Exception - Credit will not automatically be awarded for Military Occupation Specialties (MOS) or Navy Enlisted Classifications (NEC).
 - a. A veteran or active duty student may petition for individual review. Waiver or credit by examination procedures are available methods of granting credit in these cases.