

DATE: May 19, 2010

TO: Deans, Directors, Department Heads, and Advisors

FROM: Andrew Carnie, Chair, Graduate Council

Jake Harwood, Interim Chair, Undergrad Council

Celeste F. Pardee, Curriculum Associate, Academic Affairs

RE: Credit for Military Service and Training

With an increase in admission of veterans, the faculty determined that UA policy should specify the number and kinds of credit veteran-students will receive for their military experience and training. This policy update was initiated by Undergraduate Council in February 2010, amended for graduate students and approved by the Graduate Council in March, and approved by the Faculty Senate on 5/3/10. The updated policy applies to all incoming undergraduate and graduate students, effective Summer/Fall 2010.

Updated Policy on Credit for Military Service and Training,

<http://catalog.arizona.edu/2010-11/policies/military.htm>:

ACE Military Credit for Undergraduates

A Guide to the Evaluation of Educational Experiences in the Armed Services, by the American Council on Education (ACE), is used by The University of Arizona as a basis for evaluating U.S. Armed Forces training.

Military credit evaluation is completed only after a veteran has been admitted to the University and has submitted all required documentation. The UA will accept up to 24 units of ACE-recommended military credit as transfer work toward a baccalaureate degree. The specific credits are for training programs offered by different branches of the U.S. Armed Forces and certified by ACE. This credit will be awarded as general elective credit or department elective credit. Credit for military service experiences also may be acquired through standardized examinations (see Related Topics below). Documented training experience that falls outside of the regular transfer credit policies of the University will be considered through a Transfer Credit Appeal available through the Office of the Registrar.

Undergraduate Credit for Military Service

For at least eighteen months of consecutive active duty in the armed forces, terminated under honorable conditions, 4 lower division units of

military science elective credit will be awarded toward a baccalaureate degree. If you have earned a commission in the U.S. Armed Forces, you may petition the Office of the Registrar for an additional 12 upper division units of military science, naval science, or aerospace studies elective credit that will apply toward a second baccalaureate degree.

Graduate Credit for Military Service and Training

Any graduate credit for military service and/or training experiences will be awarded through the Graduate College Petition process available through the Office of the Dean, Graduate College.

Justification:

- * The policy published in 1995-97, based on the ACE Guide, is still used by Admissions and Registrars staff in awarding credit. However, ACE transcripts are longer than in 1995, and Admissions and Registrars staff suggested adding a credit limit.
- * Most UA peer institutions, NAU, and ASU have established a cap on credit awarded for military service and training.
- * Admissions and Registrars staff report that veterans admitted to the UA are awarded, at most, 20 - 25 ACE credits in addition to the credit for military service.
- * Since ACE credit is awarded as department elective or general elective credit, undergraduates do not need more than 28 units-the maximum number of electives for a baccalaureate degree.
- * If more ACE or military service elective credit were awarded, an undergraduate student might be penalized for excess units with the tuition surcharge before graduating.

Management of the Policy:

- * Undergraduates with documentation supporting additional ACE credit, or credit for a commission in the U.S. Armed Forces, may submit a Transfer Credit Appeal to the Office of the Registrar.
- * Graduate students interested in obtaining these kinds of credits may submit a Graduate College Petition to the Office of the Dean, Graduate College.

Questions about undergraduate credit for military service and training may be addressed to Celeste Pardee, Curriculum Associate, at 621-5375, or at cpardee@u.arizona.edu. Questions about graduate credit may be addressed to

Dianne Horgan, Associate Dean, Graduate College, at 621-9223, or at
dhorgan@grad.arizona.edu.