

# Transfer Credit Related to Military Service

ACA-78

## About This Policy

**Effective Dates:**

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**Last Updated:**

xx-xx-2020

**Responsible University Administrator:**

University Faculty Council

**Policy Contact:**

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## Scope

All Indiana University campuses.

## Policy Statement

The following considerations for credit carried by all military veterans and personnel apply to all IU Campuses per statute, provided the credit being assessed meets the role, scope, and mission of the campus. Because the role, scope, and mission of each Indiana University campus differ, some credits may not be applicable to degree requirements if the receiving campus does not offer comparable coursework. Or, the credits may vary with regard to application to general education or diploma-granting unit requirements. Also, consistency among campuses will be honored, based on the charge of the University Transfer Office.

## Reason For Policy

In compliance with Indiana statute (I.C. 21-42-7-2) [link], college credit for military personnel must be awarded for academic achievements through a number of different modes, provided the "individual's military service [is] in an active or reserve component of the armed forces of the United States or the Indiana National Guard or upon the individual's receiving an honorable discharge from the armed forces of the United States or the Indiana National Guard."

This policy is designed to ensure that military personnel are given full consideration of military transcript, transfer, CLEP, DSST, and Excelsior College exam credit as provided for by Indiana law (<http://iga.in.gov/legislative/2014/bills/senate/331/#>) and also provides for consistency in the consideration of basic training credit without regard to the discharge status of the military personnel.

The maintenance, communication, update, and coordination of faculty to establish, confirm, and/or modify equivalencies across Indiana University will be the responsibility of the University Transfer Office.

## Procedure

The following are in keeping with the Department of Defense Voluntary Education Partnership Memorandum of Understanding.

### A. Evaluation of Credit for Basic Training

All basic training military credit is considered undistributed with some exceptions in Military Science, Aerospace, and School of Public Health courses.

- Credit Evaluators will post up to 15 hours for basic training.
- If a student has more than 15 hours, the credit evaluator will post additional credit beyond basic training in accordance with [I.C. 21-42-7-2 \[link\]](#) and the university policies below.
- Other campus-based policies or practices may apply in support of the best use of a student's military course credit.

### B. Evaluation of Course and External Exam Credit

- For coursework taken as part of a military occupation or position beyond basic training, military personnel will receive distributed or undistributed credit as established by the appropriate disciplinary faculty or as recommended through American Council on Education (ACE) (ACE: <http://www2.acenet.edu/militaryguide/CourseSearch.cfm>).
- Receive distributed or undistributed credit as established by the appropriate disciplinary faculty across Indiana University for CLEP scores of 50 or higher;
- Receive distributed or undistributed credit as established by the appropriate disciplinary faculty across Indiana University for successful scores on DSST exams;
- Receive distributed or undistributed credit as established by the appropriate disciplinary faculty across Indiana University for successful scores on Excelsior College examinations.
- Receive distributed or undistributed credit for coursework completed at any regionally accredited institution in accord with the campus transfer credit policies;
- Receive distributed or undistributed credit awarded through Indiana University "Credit by Portfolio" policies.
- Based on the DODMOU guidelines, when "general policy permits [campuses will] award transfer credit or credit for prior learning to:
  - Replace a required course within a major;
  - Apply as an optional course within the major;
  - Apply as a general elective;
  - Apply as a basic degree requirement; or
  - Waive a prerequisite."
- Meet academic residency requirements within the parameters of state law as established by the campus or school they attend.

- Evaluation of military coursework will take place based on the Joint Services Transcript (JST\*) as the primary transcript for military credit. The DD214 may be required for additional information.

**DEFINITION**

The JST is an official education transcript tool for documenting the recommended college credits for professional military education, training courses, and occupational experiences of Service members across the Services. The JST incorporates data from documents such as the Army/ACE Registry Transcript System, the Sailor/Marine ACE Registry Transcript System, the Community College of the Air Force transcript, and the Coast Guard Institute transcript.