

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	ACADEMIC POLICY

Subject/Title: Course Credit for Military Training and Courses
FPU Policy Number: FPU-5.0084AP
<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
Date First Adopted: September 9, 2015
Date Revised:
Responsible Division/Department: Academic Affairs
Initiating Authority: Ghazi Darkazalli, Provost and Executive VP of Academic Affairs

A. APPLICABILITY/ACCOUNTABILITY:

This policy applies to all students who are or were eligible members of the United States Armed Forces.

B. POLICY STATEMENT:

College credit will be granted to students with military training or coursework that is recognized by the American Council on Education (ACE). Military training or coursework is subject to regular University transfer policies and procedures including limitations on the amount and level of transfer credit for a given degree.

Credit awarded for military education and training is not counted in the excess hours fee per Florida Board of Governors' regulation **7.003 Fees, Fines and Penalties** due to the credit being based on work accomplished while serving in active-duty.

A copy of this policy is on the University registrar's website and in the University catalogs.

C. PROCEDURES:

- 1) A student wishing to receive credit for military training or coursework must request that the Registrar grant college credit for the student's military training or coursework and provide the necessary information.
- 2) The Registrar uses the *ACE Guide to the Evaluation of Educational Experiences in the Armed Services* to determine equivalency and alignment of military training or coursework with appropriate University courses.
- 3) If the University course to which the military training or coursework is equivalent fulfills a general education, major course, or degree program requirement, the course credit should count towards graduation and fulfills the appropriate requirement.
- 4) If the University course to which the military training or coursework is equivalent does not fulfill a general education, major course, or degree program requirement, then appropriate course credit, including free elective course credit, will be granted.
- 5) The University accepts credit that was previously evaluated and awarded by a college degree granting institution and is appropriate to the transfer student's major at the University, subject to University limits on the amount and level of transfer credit allowed for a given degree.

- 6) Credit awarded for military education and training will be noted on the student's transcript, and documentation of the credit equivalency evaluation will be maintained in the student's file.

ACADEMIC POLICY APPROVAL	
Academic Policy No.: <u>FPU-5.0084AP</u>	
_____	_____
Initiating Authority	Date
_____	_____
Policies & Procedures Committee Chair	Date
_____	_____
Vice President of Academic Affairs	Date
_____	_____
President/Designee	Date
Approved by FPU BOT, if required	_____
	Date

**EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE
OFFICE OF THE GENERAL COUNSEL**

Form: University Academic Policy Template 1- 6.17.13