

GUIDING PRINCIPLES FOR AWARDING MILITARY CREDIT

Recognizing that college-level learning can occur outside the classroom, all of Kentucky's postsecondary institutions have implemented policies related to credit for prior learning. Credit for military training and occupational experience is a specific type of credit for prior learning and may, depending on institutional policy, be awarded through the evaluation of the Joint Services Transcript, by the assessment of a student portfolio, or by attainment of certain scores on a DSST or CLEP exam.

In order to facilitate retention and graduation of military students, institutions are encouraged to:

1. Clearly communicate in their academic catalogs and web sites how military-related credit will be awarded.
2. Maintain a publically accessible database of course equivalencies for military training and military occupations that have been evaluated at the institution.
3. Provide a rationale if there is a limit on the number of credits that a student may articulate into the institution or into a particular academic program.
4. Consult the credit recommendations from the *ACE Guide to the Evaluation of Educational Experiences in the Armed Services* and provide a rationale when credits awarded do not follow the ACE credit recommendations.
5. Award credit for general education, prerequisite, and major courses when learning outcomes associated with the military training and occupational experience are equivalent to the learning outcomes of these types of courses.
6. Transcript only the necessary number of electives to meet graduation requirements if credit is not applied to specific general education, prerequisite, or major requirements to help protect students against excess credits that could negatively impact financial aid.
7. Allow for the transferability of credit earned through military experience at one public institution to another public institution, subject to institutional policy on maximum number of transfer credits, to facilitate degree completion requirements.
8. Provide academic advisors and admissions counselors with materials and professional development to help them meet the unique needs of military students and understand policies related to credit for military experience.
9. Convene advisory groups of administrators, faculty, staff, and students to address issues that impact persistence and graduation of military students.
10. Appoint a leadership team, preferably consisting of faculty, staff, and individuals from the registrar's and provost's offices, to monitor the implementation of policies and practices related to military credit.