

Articulation Coordinating Committee Policy Regarding the Evaluation and Awarding of Credit for Prior Military Training

Background

House Bill 171 (2020) was signed by Governor DeSantis on June 23, 2020. This bill amends section (s.) 1004.096, Florida Statutes (F.S.), and requires the Board of Governors and the State Board of Education, in consultation with the Department of Veterans' Affairs, to create a process for the uniform award of postsecondary credit or career education clock hours to certain service members and veterans of the United States Armed Forces.

The workgroup tasked with this effort is composed of the following 13 members:

- The **chair of the Articulation Coordinating Committee (ACC)**, or his or her designee, who shall serve as chair.
- **Four members representing academic affairs administrators and faculty from state universities**, appointed by the chair of the Board of Governors.
- **Four members representing academic affairs administrators and faculty from Florida College System institutions**, appointed by the chair of the State Board of Education.
- **Two members representing faculty from career centers**, appointed by the State Board of Education.
- **Two members representing veterans**, appointed by the executive director of the Department of Veterans' Affairs.

The intent of the legislation is to provide for the uniform evaluation and award of credit at all public Florida postsecondary institutions.

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Section 1.0: Introduction

The policy regarding credit for military training in Florida is composed of several layers, including state statute, rule and regulation of the two higher education governing boards in Florida, and statewide guidelines developed by college, university, career center administrators and veteran representatives as members of the Articulation Coordinating Committee subcommittee for Military Credit in conjunction with, the Florida Department of Education, and the State University System of Florida Board of Governors (Board of Governors). *For purposes of this manual and according to s. 1004.096, F.S., "Institution of higher education (IHE)" refers to any charter technical career center as defined in s. 1002.34, F.S., career center operated by a school district as defined in s. 1001.44, F.S., Florida College System institution as defined in s. 1000.21(3), F.S., or state university as defined in s. 1000.21(6), F.S..*

1.1 Military Credit Statute

Insert s. 1004.096, F.S., as appropriate once published

1.2 Articulation Coordinating Committee Policy

Develop overall policy statement regarding the award of credit for military training.

1.3 Rules and Regulations

State Board Rule 6A-14.0302, Florida Administrative Code (F.A.C.)—Credit for Military Service
Board of Governors Regulation 6.013—Military Veterans and Active Duty
Board of Governors Regulation 6.006(2)—Acceleration Mechanisms
Section 1009.26, Florida Statutes—Fee Waivers

1.4 Guidelines

The guidelines included in this manual are intended to assist postsecondary institutions in the evaluation of military training for the award of either career clock hour or college credit in the absence of specific statewide credit awards as provided in the Credit for Military Training Equivalency List published by the Office of Articulation and approved by the State Board of Education and Board of Governors.

Statewide subject areas discipline committees will also utilize these policies in their evaluations for the awarding of credit as it will appear in the Credit for Military Training Equivalency List to be published by the Office of Articulation and approved by the State Board of Education and Board of Governors.

Section 2.0: Basic Provisions

2.1 Eligible Military Service Training

Training for military service members is highly structured. Formal training begins with initial entry into the armed forces (basic training) and continues to more advanced training opportunities specific to the job functions the member performs. While some training opportunities may be available to members of different military branches, trainings are primarily conducted by the branch in which the member serves. Types of training eligible for college credit include:

Basic or initial training

Basic training is completed by all members of the military branches, regardless of the member's rank or job. This training is designed to establish basic military skills, and includes topics such as land navigation, marksmanship, military discipline, physical fitness and wellness.

Occupational

Referred to as Advanced Individual Training (AIT), this training provides service members with the technical skills relevant to their Military Occupational Specialty (MOS). The skills learned during this training are pertinent to specific jobs. Members of the various branches may hold similar job titles; however, the occupational training they receive will be related to the functions of the position as it is relevant to a particular branch.

- Army: Advanced Individual Training School
- Navy: Navy "A" School
- Marine: MOS School
- Air Force: Air Force Technical Training
- Coast Guard: Coast Guard "A" School

Leadership Training and Professional Development

Military branches require training that builds leadership skills as members progress through their military careers. The skills developed during these trainings assist members in the military occupations and may be utilized in civilian careers as well. Members receive instruction in topics including leadership, critical thinking and problem solving skills, professionalism, and managerial practices.

2.3 Eligible Service Members

It is the intent of the Florida Legislature to provide for the awarding of credit to any former service member regardless of the status of their discharge.

2.4 Satisfactory Academic Progress (SAP)

Credit awarded for military experience and training as defined in s. 1004.096, F.S. should not be included in a student's Satisfactory Academic Progress (SAP) calculation for financial aid purposes.

2.5 Excess Credit Hours

In accordance with s. 1009.286(4), F.S., credits awarded for military experience and training as defined in s. 1004.096, F.S. and identified by this committee will not be calculated as hours required for required to complete a baccalaureate degree for the purposes of excess credit hours.

2.6 Maximum Credit

*While s. 1007.27, F.S. does provide for limitation on the number of credits that may be earned by a student through Credit-by-Exam, s. 1004.096, F.S., does not provide for a maximum number of credit or clock hours that may be awarded to a military service member for their training and occupation. However, institutions may limit the awarding to credit based on their accrediting agency's requirements related to coursework and/or credit hours that must be obtained at the degree awarding institution. Should a student use a combination of credit-by-exam under s. 1007.27, F.S. and credit under s. 1004.096, F.S., the maximum credit awarded for exams shall not exceed the statutory limitations, and a combination of both may be limited as provided above.

Section 3.0: PROCEDURES FOR CREDIT EVALUATIONS

3.1 Definitions

Active duty: A person who is in the military full time. They work for the military full time, may live on a military base, and can be deployed at any time.

Air University (AU): A major component of Air Education and Training Command (AETC) and the lead agent for Air Force education. AU provides the full spectrum of Air Force education, encompassing pre-commissioning programs for new officers; graduate programs in specialized military disciplines; progressive, career-long professional military development for officer, enlisted, and civilian Airmen; and specialized programs for US cabinet appointees, senior executive service (SES) civilians, and general officers.

American Council on Education (ACE): A membership organization intended to assist the higher education community in shaping effective public policy. ACE currently works under a contract from the Department of Defense (DoD) to review military training courses and occupations and provide guidance for the awarding of college credit.

American Council on Education Identification Number (ACE ID): The number used to identify a particular occupation. It provides additional data about an occupation, such as related competencies and learning outcomes. All occupational exhibits have ACE ID numbers beginning with three-letter codes that identify the service.

Basic Training: Training that establishes a baseline of military skills. Topics include, but are limited to: land navigation, marksmanship, physical fitness, understanding military discipline. Also referred to as initial entry training. This training is completed by all new military members.

Career Education Clock Hour: A clock hour is the unit assigned to course or course equivalent learning that is part of an organized and specified program leading to an Applied Technology Diploma (ATD) or a Career and Technical Certificate. It applies to postsecondary adult career courses as defined in section 1004.02(25), F.S. One (1) clock hour is based on the learning expected from the equivalent of thirty (30) hours of instruction.

College Credit Hour: Credit leading to an associate in arts degree, an associate in applied science degree, an associate in science degree or a baccalaureate degree authorized pursuant to s. 1007.33, F.S.

Community College of the Air Force (CCAF): The only degree-granting institution of higher learning in the world dedicated exclusively to enlisted personnel. It offers enlisted Airmen the opportunity to earn a two-year Associate in Applied Science (AAS) degree that pertains to your Air Force career. The CCAF is accredited by the Southern Association of Colleges and Schools/Commission on Colleges.

Inactive Reserves: Also known as an Individual Ready Reserve (IRR), this role is intended to keep service members available for duty should they be needed, but without the requirement to do monthly drill weekends, annual training, etc.

Joint Services Transcript (JST): Provides documented evidence to colleges and universities of professional military education, training and occupation experiences achieved by service members and veterans. These transcripts are evaluated by ACE. Because CCAF and AU are both SACS/COC accredited, they conduct their own transcript evaluation and are therefore not listed on the JST. Names that may be used interchangeably are Army/American Council on Education Registry Transcript System (AARTS) and Sailor/Marine/American Council on Education Registry Transcript (SMART).

Joint Special Operations University (JSOU): Institution of higher education established in 2000 by USSOCOM commander, Army General Peter Schoomaker. Provides leadership education at operational and strategic levels. Instruction includes formal: mobile education team (MET), distance learning (DL), and professional military education (PME). JSOU is open to members of all of the armed forces branches. JSOU does participate in the Statewide Course Numbering System (SCNS) on a limited basis.

Leadership Training (Professional Development): Trainings that build leadership skills as a member progresses through their military career. Topics include, but are not limited to: collaboration, people-managerial practices, professionalism, strategic thinking. These trainings are required throughout a member's period of service.

Military Connected Person: Any person who is affiliated with any of the branches of the armed services by their own service, or the service member member's dependent(s).

Military Occupation Specialty (MOS): The occupation held by a service member in the Army and Marine Corps during their period of duty.

Military Student: Any student who has served as a veteran, active duty, reservist, or inactive reserve member of the Army, Navy, Air Force, Marine Corps, or Coast Guard.

National Guard: The National Guard consists of the Army National Guard and the Air Force's Air National Guard. Persons in the National Guard are not full-time active duty military personnel, although they can be deployed at any time should the need arise.

Occupation: The service member's job during their period of duty.

Occupational: Training in which a service member acquires technical skills relevant to their military occupation specialty.

Rating: The occupation held by a service member in the Navy and Coast Guard during their period of duty.

Reserves: Unit of the military that provides additional support and manpower to the active-duty forces in times of need, either stateside or overseas. Persons in the Reserve are not full-time active duty military personnel, although they can be deployed at any time should the need arise. Each branch of the military has a Reserve component and the Reserve are under the command of their respective military branch (e.g., Army Reserve are under the command of the Army).

Reservist: A person who is a member of a military reserves unit. This person is usually a former active-duty member of the armed forces, and they remain a reservist either voluntarily, or by obligation. They are otherwise civilians, and in peacetime have careers outside the military. Reservists usually go for training on an annual basis to refresh their skills.

Service Member: Any person who is currently serving in the armed services (Army, Air Force, Coast Guard, Marines, or Navy) and anyone currently serving as active duty in the National Guard or Reserve component.

Student Veteran: Any person currently attending a postsecondary institution that has military experience--either currently serving or discharged.

Veteran: A person who served in the active military, naval, or air service and who was discharged or released under conditions other than dishonorable.

3.2 Course Hours to College Credit Calculations

3.3 Core vs. Elective Credit

*Whenever possible institutions should prioritize the awarding of credit first to meeting the general education requirements for a postsecondary degree or certificate. Next credit that is applicable towards the requirements of a student's chosen major or area of study. Lastly credit that may be used for the fulfillment of elective credit only.

3.4 Documentary Evidence

*The student's official Joint Services Transcript (JST) shall be considered an official transcript for the purposes of awarding credit for military training and occupation as provided in the manual. Scores for examinations recognized by s. 1007.27, F.S. that are provided on the JST shall also be considered official for the purposes of awarding credit under that statute.

*Students should be encouraged to provide any related documents, transcripts or test scores no later than the second semester of enrollment for college credit programs, and prior to the completion of 150 hours for career and technical programs that are equal or greater to 450 hours. This will assist in ensuring that the student may be awarded the appropriate credit and reduce the unnecessary duplication of course work.

*Institutions should make every effort possible, with consideration to institutional procedures and staff availability, to evaluate and award appropriate credit in a timely manner.

3.5 Information Resources

3.6 Evaluation Procedures-College Credit

3.7 Evaluation Procedures-Clock Hour Credit

Section 4.0: ARTICULATION OF CREDIT

4.1 Credit Classification for Transcripts Purposes

4.2 Use of Credit

4.3 Transfer of Credit.

*College credit or career education clock hours awarded in accordance with the minimum postsecondary credit and clock requirements, as provided in this policy, are guaranteed to transfer to other state universities, Florida College System institutions, and career centers. Credit awarded by an institution for military training and occupations will be accepted by the receiving institution, even if the institution does not offer the course number as identified in the Statewide Course Numbering System. The application of the credit awarded to general education, prerequisite, and degree programs may vary at the receiving institution. For clock hour credits, the receiving institution should evaluate the previous credit for equivalency in a program provided by their institution. Receiving postsecondary institutions may evaluate any graduate level course on a case-by-case basis for acceptance of transfer hours or degree requirements.