

Transfer Credits for Military Training General Academic Proposal/Policy Cover Sheet

General Catalog Information

** Read before you begin **

This cover sheet is intended to provide information to members of the Education Policy Committee (EPC) and Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy.

Topic* Transfer Credits for Military Training

Are you Proposing:*

- New academic policy or regulations .
- Change academic policy or regulations .
- Delete academic policy or regulations

Visit our current catalog [here](#) and paste the policy you're proposing to change or delete below. Then edit it to show the changes. If you are proposing a new policy, enter the text below.

Policy* Veterans and military personnel should request a copy of their Joint Services Transcript be sent to Longwood's Office of the Registrar. Determination of transfer credit of non-correspondence service schools will be made by the department or program chair using the American Council on Education's *Guide to the Evaluation of Educational Experiences in the Armed Services*. No more than 30 credits may be transferred in from a Joint Services Transcript.

Hierarchy Owner* Longwood University

Longwood University

BACKGROUND

Provide a brief statement Longwood's Military and Veteran Student Services Liaison, the Office of

describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal*

Accreditation and Compliance, and the University Registrar collaborated on an updated and more efficient process to encourage the enrollment or transfer of veterans and military personnel (both active duty and Reserve/National Guard) by acknowledging the relevance of residential training they received as part of their military service.

This policy coincides with SCHEV's efforts to encourage and facilitate veterans' and military students' transition into higher education.

SUMMARY

Provide a brief list or statement describing the content of the new policy or the proposed changes or deletions to an existing policy*

The current catalog language for veterans only applies to General Education Goal 11, which is now out-of-date. New policy language will allow for a clearer review of credit for veterans' educational training experiences.

The proposed revisions would allow a more efficient process in two ways. First, the registrar's office will review the student's Joint Services Transcript and compare it to the American Council on Education's *Guide to the Evaluation of Educational Experiences in the Armed Services* to ascertain whether there are any equivalent Longwood credits for the student's non-correspondence service schools. The registrar's office will make a recommendation to a representative from the academic department responsible for those credits.

Second, if those credits are approved, that equivalency will be noted for future transfers (unless either the military training or the Longwood class changes) in order to prevent redundant requests and to provide more clarity for potential students on what and how many transfer credits they can expect to receive. This is the process similar to evaluation of transfer credit from accredited institutions.

RATIONALE

Provide a brief statement as to why the new policy, the proposed changes, or the deletion is needed*

This proposed revision also acknowledges the relevance and value of potential students' educational military experience. By providing greater transparency regarding the number and type of credits that these students may receive at Longwood, we become a more competitive option for their enrollment.