

EVALUATING PRIOR MILITARY CREDIT

THE GUIDE TO THE EVALUATION OF EDUCATIONAL EXPERIENCES IN THE ARMED FORCES OR ALSO KNOWN AS THE "ACE GUIDE"

THE AMERICAN COUNCIL ON EDUCATION GUIDE
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IT IS IMPORTANT TO PROVIDE AS MUCH INFORMATION NOW AS POSSIBLE TO FACILITATE A QUICK AND ACCURATE EVALUATION OF YOUR MILITARY TRANSCRIPTS. YOU MUST ALSO PROVIDE CERTIFICATE OF COMPLETION FORMS, DIPLOMAS, DD214 AND DD295 (NAVY AND MARINE CORP) FORMS TO THE UNIVERSITY VA OFFICE TO BE TURNED IN WITH YOUR MILITARY TRANSCRIPTS FOR EVALUATION.

THE MILITARY ISSUES TRANSCRIPTS THAT ARE BASED ON THE ACE GUIDE

ARMY: ARMY/AMERICAN COUNCIL ON EDUCATION REGISTRY (AARTS)
AARTS OPERATIONS CENTER
415 MCPHERSON AVE
FT. LEAVENWORTH, KS 66027
(913)684-3269 FAX:(913)684-2011
WEB SITE:www-leav.army.mil/aarts Form: 5454R

*NAVY/
MARINE (READ INSTRUCTION BELOW)
THE SAILOR/MARINE/AMERICAN COUNCIL ON EDUCATION REGISTRY TRANSCRIPT (SMART) WON'T BE AVAILABLE UNTIL FISCAL YEAR 1999 FOR THE MARINES AND FISCAL YEAR 2000 FOR THE NAVY. CAN GET THE DD295 AND EVALUATE WITH ACE GUIDE. (WE HAVE BEEN TOLD SMART TRANSCRIPT AVAILABLE TO PERSONNEL WHO LEAVE SERVICE ON 10/01/99 OR AFTER.)
WEB SITE:www.navycollege.navy.mil/transcript.html and www.voled.doded.mil/active/usmc/smart.htm

COAST GUARD: MILITARY EDUCATION TRANSCRIPT
COMMANDING OFFICER
US COAST GUARD INSTITUTE
PO SUBSTATION 18
OKLAHOMA CITY, OK 73169-6990
(405)954-7236

AIR FORCE: COMMUNITY COLLEGE OF THE AIR FORCE (CCAF) - RRR
130 W MAXWELL BLVD.
MAXWELL AFB, AL 36112-6617
(334)953-2794

*NAVY/MARINE MUST REQUEST SF 180 FORM (KEEP READING BELOW).

TRANSCRIPTS ARE LIMITED TO ENLISTED PERSONNEL. IF NO TRANSCRIPT SERVICE FOR THE DEPARTMENT (OR PRIOR TO 10/1/81), THEN USE DD295 "RECORD OF TRAINING" TO EVALUATE TRAINING WITH THE ACE GUIDE. IF YOU DIDN'T GET A DD295 BEFORE YOU WERE DISCHARGED, A COPY OF THE DD295 MAY BE IN YOUR MILITARY PERSONNEL FOLDER WHICH YOU CAN REQUEST A COPY OF BY USING SF180 (REQUEST FORM FROM YOUR VA OFFICE).

IF NOT REQUESTING A SECOND COPY BE SENT TO UNIVERSITY VA OFFICE. **DO NOT OPEN**. IT IS THEN YOUR RESPONSIBILITY TO PROVIDE TO UNIVERSITY VA OFFICE SO THEY CAN REQUEST MILITARY TRANSCRIPTS TO BE EVALUATED WITH YOUR DD214, CERTIFICATES OF COMPLETION FORMS, DIPLOMAS AND DD295. YOU ALSO CAN REQUEST TO HAVE THEM SENT DIRECTLY TO BROWARD COMMUNITY COLLEGE.

REMEMBER, YOU ARE REQUIRED TO PROVIDE ALL TRANSCRIPTS FOR EVALUATION TO THE SCHOOL BY THE BEGINNING OF YOUR SECOND SEMESTER IF NOT YOUR VA BENEFITS WILL BE CANCELLED.