ACTION REQUESTED:
That the Academic Senate approve the new catalog language below to directly address how CSUEB grants credit for military training. It is noted here that students may request to exclude the military training units from their record since it may impact their total units allowable for financial aid purposes.

Credit for Military Training

Cal State East Bay grants nine units of elective credit toward a baccalaureate degree for a student who completed basic training and was honorably discharged from military service of the United States in accordance with the recommendation of the American Council on Education. Credit is not given for completion of the six month reserve training programs. Commissioned officers may receive an additional nine units, which may be considered upper division credit. In order to receive such credit applicants must present written certification from a recognized military authority, such as papers from a military separation center (service form DD-214) or a Joint Services Transcript (JST). Credit for specific courses may be allowed if the student has satisfactorily completed equivalent study in a military service school. The guidelines of the American Council on Education are followed in determining eligibility. Cal State East Bay is a Service member Opportunity College (SOC).

BACKGROUND INFORMATION:
The CIC received a referral from the Transfer Credit Advisor Group (a Subcommittee of the Student Success and Assessment Committee). The TCAG requested that CIC develop a clear and consistent policy for awarding credit for military training.

At its meeting on 11/19/13, the Executive Committee voted to revise the document, adding the words “military training” before “units from their record” in the second sentence of the Action Requested, and deleting the word “credit” following “Cal State East Bay grants” in the first sentence of the new catalog language.

The 2008 Chancellor’s Executive Order 1036 “System-wide Admission Eligibility and/or Baccalaureate Credit Awarded for External Examinations, Experiential Learning, and Instruction
in Non-Collegiate Settings” authorizes elective credit for military coursework, directs CSU campuses to follow American Council of Education guidelines, and encourages CSU campuses to accept military discharge (Defense Department 214) to satisfy Area E (which at East Bay is Area F). Most universities of the CSU system do so (see attachment).

Currently, however, CSUEB lacks a clear University policy for awarding credit for military training. The catalog and website are inconsistent on this topic and do not cover all the situations and definitions of when credit should be awarded. For example, a frequently cited but unofficial expectation is that service members seeking credit must have served “one year and a day.” Moreover, our practice is inconsistent even with the policies noted below.

With advice from Dr. Sally Murphy and University Registrar Angela Schneider, we developed a policy on awarding credit to those students who have completed military training and service.

Current CSUEB practice is to award the following credit to service members who have served more than one year and a day (no one can discover the origin of the “one year and a day” requirement):

- Area E/F: 4 Units
- Elective: 5 Units
- Total: 9 Units

If a student already has 4 units of Area F, all 9 units will be considered elective credit. Commissioned officers, as noted on the DD214, may receive an additional 9 Upper Division elective units for a total of 18 units.

Catalog and Web References:

http://www20.csueastbay.edu/ecat/general-info/admiss-undergrad.html

Credit for Military Training and USAFI

Cal State East Bay grants credit for military training in accordance with the recommendation of the American Council on Education. Those students who have entered military service before meeting the usual requirements for graduation, may receive nine units of elective credit toward the baccalaureate degree based upon the completion of a minimum of one year of uninterrupted active service. Commissioned officers may receive an additional nine units, which may be considered upper division credit. In order to receive such credit applicants must present written certification from a recognized military authority, such as papers from a military separation center or an official copy of a diploma from a service school or USAFI transcript. Cal State East Bay is a Servicemember Opportunity College (SOC).

https://www.calstate.edu/veterans/transfer/:

Upon receipt of the DD214 Separation Document, campuses will award units of credit in general education Area E for completing basic training.

http://www20.csueastbay.edu/ecat/general-info/registration.html#undergraduate-student

Credit for Non-Collegiate Instruction

Cal State East Bay grants undergraduate degree credit for successful completion of non-collegiate instruction (either military or civilian) appropriate to the baccalaureate degree that has
been recommended by the Commission on Educational Credit and Credentials of the American Council on Education. Attendance in military courses and schools must be documented by forms DD214 or DD295. Such credit shall be clearly identified on the permanent record.

Credit for the following types of courses may be granted:

- Lower division baccalaureate/associate degree credit courses which are comparable to courses offered on most CSU campuses. (Credit is not allowed for occupationally oriented courses designed to enable a student to function only as a technician.)
- Upper division baccalaureate degree credit courses.
- Graduate degree credit courses.

The numbers of units allowed are those recommended in *the Guide to the Evaluation of Educational Experience in the Armed Services and the National Guide to Educational Credit for Training Programs.*

Cal State East Bay shall determine which units shall be applied as general education, major, or elective credit.