**MILITARY TRANSFER CREDIT AND COURSE SUBSTITUTION INFORMATION**

**Indiana State University**

**Department of Criminology and Criminal Justice**

Students completing a US armed forces basic training (boot camp) or other specialized training while serving either on active or reserve duty may be eligible to receive transfer credit for up to 9 hours of undergraduate work or 6 hours of graduate work towards a degree in Criminology and Criminal Justice. Students may not use the credits for both programs. In addition, these credits may not be eligible for consideration in other majors.

*General Information:*

1. Transfer credit for completion of coursework and training from a US armed forces basic training (boot camp) or other specialized training may be considered following a review of the training curriculum and the current Indiana State University Department of Criminology and Criminal Justice undergraduate or graduate course equivalencies.
2. Training equivalency is verified by the presentation of the official certificate of completion and the completion of the Transfer Credit and Course Substitution Approval Application. The Certificate must be attached to the Military Course Substitution Approval Application at the time of submission for consideration.
3. US Armed forces training completed within the previous 15 years of the start date of the program will be considered.
4. The following US Armed forces training(s) have been verified for preapproval:
5. United States Air Force
6. United States Army
7. United States Coast Guard
8. United States Marines
9. United States Navy
10. Other specialized training may be approved on a case-by-case basis. Students seeking approval outside of the aforementioned training must present a copy of the curriculum (an overview is appropriate) and a link to the training web page along with a point of contact for verification.

**INDIANA STATE UNIVERSITY**

**DEPARTMENT OF CRIMINOLOGY AND CRIMINAL JUSTICE**

**MILITARY TRANSFER CREDIT AND**

**COURSE SUBSTITUTION APPROVAL APPLICATION**

(Please Type)

**NAME:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Student ID**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Last First Middle/Maiden

Please provide the following information about the Military Training:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Completed by Student:** |  |  |  | **Completed by Advisor:** |  |
| **Military Basic Training/Specialized Training** | **Date Completed** | **Is substitution requested for Undergraduate or Graduate Credit****(mark only one)** | **ISU Course Equivalence****(Subject/Course Number)** | **Credit Hours** |
| **Undergraduate** | **Graduate** |
|  |  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |

I certify that the information provided above is accurate and complete. I further certify that I have read and understand the policies of the Department of Criminology and Criminal Justice with respect to the transfer of undergraduate or graduate credits and course substitutions.

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 Student’s Signature Date

**REQUIRED APPROVALS:**

Department Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

Department Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

Dean of the College of Arts and Sciences or

Dean of the College of Graduate and Professional Studies:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

Approved: February 22, 2018