



Transfer Credit for Military Personnel
(Updated Spring 2011)

Military personnel may be evaluated for transfer credit eligibility upon receipt of an official transcript from the appropriate dispensing body.

Army and Navy personnel obtain transcripts from the American Council on Education:

- Army – Army/ACE Registry Transcript Service (AARTS) <http://aarts.army.mil>
- Navy – Sailor/Marine/ACE Registry Transcript (SMART) <https://smart.navy.mil>

ACE transcripts make credit recommendations for each completed course. Where applicable, some military credit can be used to fulfill specific degree requirements. In the event that a course cannot be utilized to meet a specific degree requirement, CSU will give semester credit for courses assessed in the following categories:

ACE Category	CSU Equivalent
Lower division baccalaureate/associate degree	Lower division elective (CSU 1XX)
Upper division baccalaureate	Upper division elective (CSU 3XX)

Air Force personnel obtain transcripts from the Air University – Community College of the Air Force: www.maxwell.af.mil/au/ccaf/transcripts.asp

Coast Guard personnel obtain transcripts from the US Coast Guard Institute (use form CGI 1564: Official USCG transcript): www.uscg.mil/hq/cgi/Resources/Institute_Forms/index.html.

Note: This document is intended as a guide only. Applicants must submit an admission application and supply all required documentation, including official transcripts, in order to obtain an official transfer credit evaluation. Students should consult with an academic advisor to determine how military credits can be used in meeting degree requirements.

The information on this document is correct as of the date listed below but is subject to change.