



**Rules of
Department of Higher Education
and Workforce Development
Division 10—Commissioner of Higher Education
Chapter 13—Educational Credit for Military
Training or Service**

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**Title 6—DEPARTMENT OF
HIGHER EDUCATION AND
WORKFORCE DEVELOPMENT**
**Division 10—Commissioner of
Higher Education**
**Chapter 13—Educational Credit for
Military Training or Service**

**6 CSR 10-13.010 Educational Credit for
Military Training or Service**

PURPOSE: The purpose of this rule is to set forth the guidelines to be followed by all public institutions of higher education in the state, including vocational and technical schools, for awarding veterans educational credit for prior military training or service. This rule is in compliance with the requirements of section 173.1158, RSMo, which grants the Coordinating Board for Higher Education and Department of Higher Education and Workforce Development the authority to generate this rule.

(1) Definitions.

(A) The term “public institution” shall refer to any Missouri public institution of higher education as defined in section 173.1102(3), RSMo.

(B) The term “educational credit” or “credit” shall refer to those credits awarded to students for prior military service or training, and which may apply toward the requirements of a certificate, licensure, diploma, or degree at a public institution.

(C) The term “prior military training or service” shall refer to any prior service or training that may be eligible for educational credit as determined by the public institution. These include, but are not limited to:

1. University coursework completed during military service;
2. Examinations, such as the College Level Examination Program (CLEP), and the CLEP portion of the Defense Activity for Non-Traditional Education Support (DANTES) Language School; and
3. Military courses developed and taught by military personnel.

(2) All public institutions of higher education shall develop and implement policies and procedures consistent with the guiding principles enumerated in section (3) of this rule that allow for the effective evaluation and awarding of credit to students with prior military service or training.

(3) Guidelines for Awarding Educational Credit for Military Service or Training.

(A) Prior military service or training takes

many forms, therefore all public institutions of higher education in the state shall refer to the recommendations provided by the American Council on Education (ACE) *Military Guide*, or its successor document, when evaluating and awarding educational credits for prior military service or training.

(B) While public institutions should evaluate veterans’ military transcripts to determine whether prior military service or training meets educational requirements, they should also provide opportunities whereby such students may be evaluated for educational credits. These include but are not limited to nationally recognized examinations, course-specific examinations designed by college or university faculty, and/or portfolio or other means of competence demonstration. Public institutions should also document the earning of credits through the institutional evaluation.

(C) Public institutions should work to award students who are also veterans with credits that fulfill major degree requirements whenever possible if that student’s prior military service or training is equivalent in content or experience to courses at the institution. Otherwise, the institution should give appropriate credit to fulfill a general education requirement or other elective course.

(D) Any credits awarded to a student whose prior military service or training has been deemed equivalent for such credits shall be treated in the same manner as they would for native students in accordance with the Department of Higher Education and Workforce Development’s transfer and articulation rule at 6 CSR 10-3.020.

(E) Students who are also veterans should consult with registrars and/or academic advisors in an effort to determine whether their prior military service or training fulfills any certificate, course, or major requirements. These students should also provide any necessary supporting documentation for use in the evaluation of prior experience by the college or university he or she attends.

(F) Public institutions should disseminate information regarding the awarding of educational credits for prior military service or training, which includes information on course equivalencies, the number of credits awarded, and education opportunities for such credit. This information should be easily accessible and made available to all current and prospective students.

(G) All credit deemed acceptable must meet the scope and mission of the awarding public institution.

AUTHORITY: section 173.1158, RSMo 2016. Original rule filed June 13, 2016, effective Jan. 30, 2017. Amended: Filed*

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**Original authority: 173.1158, RSMo 2013.*