



Office of the Registrar

# Petition to Award Transfer Credit for Military Training

Name: \_\_\_\_\_ UTD-ID:   
Last, First Middle

**NOTE:** In addition to this petition, the student must submit all documents listed below to the UT Dallas Office of the Registrar:

- Official ACE military transcript, or Community College of the Air Force transcript, That describes the substance of the training, verifies the student's successful completion.
- Official High School transcript from an accredited public or private high school, or high school operated by the U.S. Department of Defense, that indicates date of graduation.
- DD214 that indicates the student was honorably discharged AND completed at least 2 years of military service OR was discharged because of disability.

### Petition Regulations:

1. Student must meet with an Academic Advisor in order to submit the petition.
2. Credit is only awarded by petition after admission to UTD.
3. Credit will be evaluated in accordance with Texas Education Code (TEC) 51.3042 and American Council on Education (ACE) recommendations, and using established university transfer credit policies.
4. All approved credit will be lower-division elective credit and will not exceed 12 semester hours.
5. All decisions are final.
6. Awarded credit will be applied to the student's UTD academic record and will be calculated into the total hours completed. Awarded credit cannot be rescinded at any time in the future.

I have read the above information and fully understand the regulations for this request for transfer credit.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ UTD Email: \_\_\_\_\_

I have reviewed the above regulations with the student and approve the student's request for transfer credit.

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_