

MILITARY EVALUATION

Kansas State University

The K-State Office of Admissions will evaluate your military training and experience for possible college credit. A military credential evaluation is optional and has no bearing on your admission status at K-State. This evaluation does not include evaluation of transfer work from other educational institutions.

The evaluation of documents includes DD-214, DD-295, certificates of completion, Defense Language Institute transcripts, Academy of Health Sciences at Fort Sam Houston transcripts, and AARTS transcripts. Active military personnel may have their current, primary MOS evaluated, provided it has been validated by a positive performance evaluation within the last 12 months.

Credit awarded through military credential evaluation will be recorded on your K-State transcript at the time you are admitted to K-State.

In general, the university follows the recommendation given in "A Guide to the Evaluation of Educational Experiences in the Armed Services" published by the American Council on Education as these recommendations apply to a student's K-State degree program. *Kansas State University does not award physical education credit for basic training.* Credit in military science is granted based on length of time in service and rank upon discharge.

Military correspondence courses and courses less than two weeks in length are not recognized for college-level credit. Credits resulting from military evaluations granted by other institutions are not transferable to K-State.

Your Dean's Office will receive a copy of this evaluation if you are a current or future KSU student. If you have not applied to KSU, we will notify you when your evaluation is completed. The evaluation process may take up to three weeks.

Beginning Your Evaluation

Evaluation will begin upon receipt of the following documents:

1. Military Training Evaluation

- Send an Army/American Council on Education Registry (AARTS) Transcript if your military service began in 1981 or later.

OR

- Send a copy of your DD-214 or a DD-295 and a photocopy of certificate(s) of completion for each military course you wish to have evaluated *if* such information does not appear on your DD-214 or DD-295.

2. MOS Evaluation

- Your current primary MOS can be reviewed for possible credit if you have received an official evaluation within the past 12 months. Send a photocopy of your most recent performance evaluation.

For More Information

For further information about K-State's policy on military credit evaluation, contact:

Office of Admissions
Kansas State University
119 Anderson Hall
Manhattan, KS 66506-0102
(785) 532-6250 or 1-800-432-8270 (in Kansas)
kstate@ksu.edu

Military Evaluation

Please complete the following and return with your documents:

Name

Date

Social Security number

Mailing address

E-mail address

Phone

Dates of military service

to

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