

Pensacola State College
Veteran Services Office
Prior Credit Evaluation

The U.S. Department of Veterans Affairs (DVA) requires educational institutions to report credit allowed for all prior post-secondary (after high school) educational credit and training (including military service schools) applicable to a student's current degree program.

It is **your** responsibility to request academic transcripts from **all** post secondary education institutions you have attended. These transcripts should be sent to the college's Admissions Office. Your military service schools and military experience also must be evaluated. That documentation should be submitted directly to the Pensacola State Admissions Office. See Transcript & DD214 info sheet for additional information and addresses.

The VA office will certify your attendance for two terms only pending the receipt and evaluation of your prior credits. DVA **cannot** pay educational benefits beyond two terms without a prior credit evaluation being submitted by Pensacola State. Two terms are equal to: Fall and Spring; or Spring and Summer; or Summer and Fall. **Remember:** It is your responsibility to notify this office when the college's Admissions Office informs you that your evaluation has been completed. At that time you should also submit a request for the college to continue your certification to DVA.

There could be a delay in an institution or agency providing your transcript or documentation. You should make your requests immediately.

DVA regulations prohibit the college from certifying for payment courses that you have previously completed if that course(s) applies toward the degree program you are pursuing at Pensacola State. It is your responsibility to avoid pursuing courses for which you may later receive transfer credit. If you are unsure how a course might be evaluated at Pensacola State, consult your academic advisor.

If you have earned a large number of credits previously, the DVA may delay your award of benefits pending their receipt of Pensacola State's evaluation of your prior credit.

I understand the above information.

PRINT First MI Last

Stu ID

Signature

Date

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