



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:

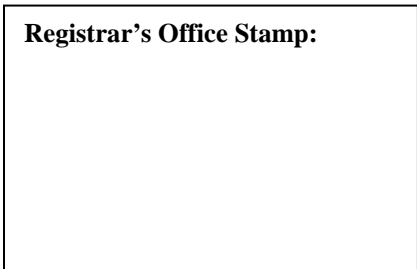
- Official ACE military transcript, or Community College of the Air Force transcript, that describes the substance of the training, verifies the student’s successful completion of that training, and indicates recommended credit.**
- Official High School transcript from an accredited public or private 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 Awarded credit cannot be rescinded at any time in the future.**

With few exceptions you are entitled, on your request, to be informed about the information U.T. Dallas collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. Dallas correct information about you that is held by us and that is incorrect. Be assured that your UTD records are protected from unauthorized disclosure by federal law.

Your UTD Identification number is being requested because it is a unique identification number which is maintained for the purpose of assurance that the correct student record is being updated, for tracking purposes and for state and federal report requirements. The disclosure of such information is voluntary. Your disclosure of your UTD identification number will be governed by the Public Information Act (Chapter 552 of the Texas Government Code).



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:** _____