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## **MEMORANDUM**

**TO:** Florida College System Institutions  
State University System Institutions

**FROM:** Elizabeth Moya, Assistant Vice Chancellor, Articulation and Career Education Policy

**DATE:** August 17, 2021

**SUBJECT:** Postsecondary Credit for Certain Military Personnel

Governor Ron DeSantis signed House Bill 171 (2020), Postsecondary Credit for Certain Military Personnel, on June 23, 2020. This bill amends section (s.) 1004.096, Florida Statutes (F.S.), and requires the Board of Governors (BOG) and the State Board of Education (SBE), in consultation with the Department of Veterans' Affairs (VA), to adopt regulations or rules for the uniform award of postsecondary credit or clock hours to service members and veterans of the United States Armed Forces.

The Articulation Coordinating Committee (ACC) was tasked in s.1004.096, F.S., with convening a workgroup by July 15, 2020, to develop a recommended process for determining postsecondary course equivalencies and the minimum postsecondary credit or career education clock hours that must be awarded for courses taken and occupations held by individuals during their service in the military. The [Articulation Coordinating Committee Policy Regarding the Evaluation and Awarding of Credit for Prior Military Training](#) was approved in November 2020; the BOG and SBE subsequently adopted the policy in January 2021. More information on the workgroup and the process are available on the [Postsecondary Credit for Military Courses and Occupations website](#).

The American Council on Education (ACE) maintains a contract with the United States Department of Defense and produces the ACE Military Guide, which is the primary source of credit recommendations for all military courses, trainings and occupations.

Based on a review of the ACE credit recommendations, the Office of Articulation has established discipline committees by subject area using a staggered approach for the initial evaluation of course equivalencies and the determination of credit or clock hours for military service. The Office of Articulation recommends the creation of the following subject area discipline committees representing Florida's public postsecondary sectors for the initial round of reviews:

1. Business: Leadership, Management and Supervision;
2. Engineering: Electrical;

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3. Hospitality;
4. Medical; and
5. Welding

The Office of Articulation will announce additional discipline committees to conduct future reviews on at least a quarterly basis.

In order to create a streamlined process for aligning ACE Military credit recommendations with course equivalencies within the Statewide Course Number System (SCNS), the formulation of discipline committees will be required. Discipline committees will be composed of no more than twelve (12) faculty representatives; four (4) faculty each from the Florida College System (FCS), school district career centers and the State University System (SUS). Faculty representation from each postsecondary sector will be appointed by their respective chancellor through a process established by each sector. **Please expect additional information from each respective sector to follow, regarding the discipline committee selection and process for each sector. Each sector must submit their nominated representatives to the Office of Articulation by Monday, August 30, 2021.**

Faculty should be **actively** teaching in the identified subject area for which they are being appointed. Actively teaching is defined as faculty currently teaching the subject area within the current academic year. Faculty will be asked to commit to a one-year term on the discipline committee with the option to continue their participation on a yearly basis.

If a sector does not have appropriately credentialed faculty within an identified subject area, representatives from that sector will not be appointed to the discipline committee. Sectors may appoint multiple faculty from a single institution to the same discipline committee.

Included as a separate document is the Procedures to Award Credit for Military Courses, Trainings, and Occupations. The Office of Articulation will also host a webinar for all appointed committee members to share information and provide clarity on this process. A date will be provided once committee members have been selected.

If you have any questions regarding the Postsecondary Credit for Certain Military Personnel, please contact the Office of Articulation at [Articulation@fldoe.org](mailto:Articulation@fldoe.org) or (850) 245-0427.

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Attachments

cc: District Postsecondary Career and Technical Education Directors  
Kathy Hebda, Chancellor, Florida College System  
Henry Mack, Chancellor, Division of Career and Adult Education  
Marshall Criser, Chancellor, State University System  
Dr. Christy England, Vice Chancellor for Academic and Student Affairs  
Dr. Carrie Henderson, Executive Vice Chancellor, Florida College System