

## NOTICE OF PROPOSED REGULATION

Date: May 13, 2020

**REGULATION TITLE:**

Special Provisions for Veterans and Active Duty Military Students

**REGULATION NO.:**

UCF-2.037

**SUMMARY OF PROPOSED REGULATION:** This regulation is proposed for adoption. The purpose of this regulation is to outline the process by which students with military training, experience, or coursework may earn college credit for that military training, experience, or coursework. Language regarding withdrawals is also included to ensure that students do not incur academic or financial penalties if specified conditions are met, such as a call to active duty. Finally, this regulation provides for priority registration for veterans and spouses or dependents using GI Bill educational benefits. BOG Regulation 6.013 requires that each university board of trustees adopt a regulation on this topic.

**AUTHORITY:** BOG Regulations 6.013 and 7.003

**NAME OF PERSONS WHO INITIATED PROPOSED REGULATION:**

Timothy Letzring, Senior Associate Provost

**COMMENTS CONCERNING THE PROPOSED REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW.** The comments must identify the regulation you are commenting on.

**THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS:**

Regulations Administrator  
4365 Andromeda Loop N.  
Millican Hall, Suite 360  
Orlando, FL 32816-0015  
Phone: (407) 823-2482  
e-mail: [regulations@ucf.edu](mailto:regulations@ucf.edu)

**FULL TEXT OF THE PROPOSED REGULATION:**

**UCF 2.037 Special Provisions for Veterans and Active Duty Military Students**

(1) UCF will grant college credit to students with military training, experience, or coursework that is recognized by the American Council on Education (ACE). Military training, experience or coursework is subject to UCF's regular transfer practices including limitations on amount and level of transfer credit.

- (a) UCF will utilize the ACE Guide to the Evaluation of Educational Experiences in the Armed Services to determine equivalency and alignment of military coursework with appropriate university courses.
- (b) If the military training or coursework equivalency fulfills a general education or degree program requirement, UCF will apply the credit accordingly. For courses deemed college equivalency that UCF does not offer or does not meet a general education or program course requirement, the student will receive elective course credit.
- (c) Credit that was previously evaluated and awarded by another SUS Institution or other Florida degree granting college or institution and that is appropriate to the transfer student's major will be accepted subject to institution transfer limitations.
- (d) Credit awarded for military education and training will be noted on the transcript and documentation of the credit equivalency evaluation will be maintained.
- (e) Credit awarded for military education and training shall not be counted in the excess hours fee per Board of Governors Regulation 7.003 Fees, Fines and Penalties due to the credit being based on work accomplished while serving on active duty.

(2) Priority course registration will be provided for each veteran of the United States Armed Forces who is receiving GI Bill educational benefits and for the spouse or dependent children of a veteran to whom the GI Bill education benefits have been transferred.

(3) Any student enrolled in a college credit course at UCF will not incur academic or financial penalties by virtue of performing military service on behalf of our country. Students in this situation are encouraged to withdraw and will be provided any eligible refund without academic penalty, unless the student and faculty member agree that completion is imminent and possible. If the course is no longer offered when the student seeks to resume study, an equivalent course may be selected. If the student chooses to withdraw, the student's record shall reflect that the withdrawal is due to active military service. This section applies as follows:

- (a) Students who are currently on active duty with any unit of the United States Armed Forces who receive orders that require reassignment to a different duty station or absence from class for an extended period of time during the semester in which they are enrolled; and

- (b) Students who are members of a National Guard, Air National Guard, or other military reserve unit who receive orders calling them to active duty for operational or training purposes during the semester in which they are enrolled, excluding any regularly scheduled weekend and annual training duty; and
- (c) Students who are veterans of the United States Armed Forces and who are recalled to active duty during the semester in which they are enrolled; and
- (d) Students who enlist in any branch of the United States Armed Forces and whose induction date falls within the semester in which they are enrolled.

*Authority: Article IX of the Florida Constitution, 1001.706, F.S., BOG Regulations 6.013 and 7.003. History: New \_\_\_\_\_-20.*