

Pensacola Junior College
Veterans Affairs 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 PJC Admissions Office. Your military service schools and military experience also must be evaluated. That documentation should be submitted directly to the PJC Admissions Office. See Transcript & DD214 info sheet for additional information and addresses.

PJC's 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 PJC. 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 PJC's Admissions Office informs you that your evaluation has been completed. At that time you should also submit a request for PJC 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 PJC from certifying for payment courses that you have previously completed if that course(s) applies toward the degree program you are pursuing at PJC. 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 PJC, 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 PJC's evaluation of your prior credit.

I understand the above information.

PRINT First MI Last

Stu ID or SSN

Signature

Date

Return this form to PJC's Veterans Affairs Office