

Prior Credit Evaluation

Student Name _____

ASU Student ID # _____

Purpose: The VA requires that all prior courses, credits and military training/experience be evaluated for potential transfer credit towards a student's degree program.

Process: Once students confirm all their transcripts are on file, they should complete Step 1 and work with their academic advising section to complete Step 2. **Student and advisor signatures are required.**

Deadline: Students should have this process/form completed by the end of their first semester.

Step 1 – Student completes this section when all transcripts have been received by ASU. Please allow at least 10-14 business days for other schools to send transcripts to ASU:

_____ (Initials) I certify that I have listed all sources of potential transfer credit on my ASU application for enrollment, and that all my transcripts have been received by ASU.

_____ (Initials) I have submitted my Joint Service Transcript (JST) or Community College of the Air Force Transcript for evaluation (Applicable to Veteran, Active Duty, Guard or Reserves only)

_____ (Initials) I understand that if I subsequently change my major, I will need to submit a new copy of this form.

Student Signature _____ Date _____

Step 2 – Student and Academic Advising completes this section after verifying receipt of transcripts:

Major/Degree Program _____

Number of credit hours (from ASU/other schools/military) transferring to degree program: _____

Number of additional ASU credit hours needed to complete degree program +: _____

Total hours required for degree =: _____

Academic Advisor Email _____

Academic Advisor Printed Name _____

Academic Advisor Signature _____ Date _____

Step 3 – Email completed form to PTVCforms@asu.edu.

For questions, please email ptvc@asu.edu, or call (480)965-7723