

SERVICEMEMBERS OPPORTUNITY COLLEGES (SOC)

Application for Institutional Membership (2007-2009)

Current Member (2005-07)

New Member

Name of Institution _____

Address of Institution _____

Web Site Address _____

INSTITUTIONAL INFORMATION

Type of Institution:

Public

Private

Institution accredited by:

Credit System:

Semester hour

Quarter hour

to offer the following degrees:

Associate

Bachelor's

Other (specify) _____

Master's

Doctoral

Approved for veterans benefits:

Yes

No

Estimated current enrollments of:

Active-duty servicemembers _____

Veterans _____

National Guard/Military Reserves _____

Institution is a member of the following SOC-sponsoring organizations:

- AACRAO (American Association of Collegiate Registrars and Admissions Officers)
- AACC (American Association of Community Colleges)
- AASCU (American Association of State Colleges and Universities)
- ACE (American Council on Education)
- AAC&U (Association of American Colleges and Universities)
- AAU (Association of American Universities)
- CCA (Career College Association)
- DETC (Distance Education and Training Council)
- HACU (Hispanic Association of Colleges and Universities)
- NAFEO (National Association for Equal Opportunity in Higher Education)
- NAICU (National Association of Independent Colleges and Universities)
- NASULGC (National Association of State Universities and Land-Grant Colleges)

States in which approved degree programs are being operated: _____

The SOC PRINCIPLES AND CRITERIA state that institutional members of SOC may be entire institutions or appropriate subdivisions (e.g. colleges, schools, or major divisions). Select and complete appropriate response:

SOC institutional membership applies to the entire institution.

SOC institutional membership (excludes) (is limited to): _____

SOC institutional membership primarily for ConAP purposes.

What undergraduate admissions tests, if any, are required by institution? SAT ACT Other _____

NON-TRADITIONAL CREDIT INFORMATION

Circle Appropriate Responses (Unanswered items will default to NO/NONE)

INFORMATION CRITICAL FOR SOC MEMBERSHIP

Examinations (See Criterion 4 on last page)

SOC institutions **MUST** award credit for at least one: CLEP General, CLEP Subject, DSST, ECE.

From the following sources, institution will	Award Credit For:				Maximum Credit	Required Score/
CLEP General Examinations						
English Composition	YES	NO	NO SET POLICY		_____	_____
Essay Required?	YES	NO			XXXXXXXX	XXXXXXXX
Humanities	YES	NO	NO SET POLICY		_____	_____
Mathematics	YES	NO	NO SET POLICY		_____	_____
Natural Sciences	YES	NO	NO SET POLICY		_____	_____
Social Sciences and History	YES	NO	NO SET POLICY		_____	_____
CLEP Subject Examinations						
DANTES Subject Standardized Tests (DSSTs)	ALL	SOME	NONE	NO SET POLICY	XXXXXXXX	XXXXXXXX
Excelsior College Examination Program (ECE)	ALL	SOME	NONE	NO SET POLICY	XXXXXXXX	XXXXXXXX

Crediting Learning from Military Training and Experience (See Criterion 3 on last page)

All SOC institutions **MUST** award credit for military training courses consistent with *ACE Guide* recommendations, as appropriate to the student's degree program, and are encouraged to award credit consistent with *ACE Guide* recommendations for military occupational experience. SOCAD/SOCNAV/SOCMAR/SOCCOAST institutions **MUST ALSO** award credit for military occupational experience as appropriate to the student's degree program.

From the following sources, institution will	Award Credit For:			
Military Training Courses	ALL	SOME (One of these must be circled for SOC membership.)		
Army MOSs	ALL	SOME	NONE	NO SET POLICY
Navy Rates and Ratings	ALL	SOME	NONE	NO SET POLICY
Marine Corps MOSs	ALL	SOME	NONE	NO SET POLICY
Coast Guard Rates and Ratings	ALL	SOME	NONE	NO SET POLICY

OTHER SOC GUIDE INFORMATION

From the following sources, institution will	Award Credit For:			
Other Examinations				
College Board Advanced Placement Exams	ALL	SOME	NONE	NO SET POLICY
Professional Certification Exams cited in ACE's <i>Guide to Educational Credit by Exam</i>	ALL	SOME	NONE	NO SET POLICY
Other Training and Experience				
ACE <i>National Guide to Educational Credit for Training Programs</i> (CREDIT)	ALL	SOME	NONE	NO SET POLICY
Experiential learning (portfolio method)	ALL	SOME	NONE	NO SET POLICY

Maximum number of credits allowed by institution for **credit-by-examination programs** (CLEP, DSST, ECE, etc.) No maximum --OR-- _____ hrs
Semester/Quarter (circle one)

Maximum number of credits allowed by institution for **all forms of non-traditional learning** (including exam programs above) No maximum --OR-- _____ hrs
Semester/Quarter (circle one)

ACTIVITIES AT MILITARY INSTALLATIONS

This institution provides programs or courses on or accessible to the following military installations in the U.S. or overseas. Attach additional sheets as needed. *(If institution offers no such programs or courses, enter None.)*

INSTALLATION	SUPERVISORY OFFICIAL DESIGNATED BY INSTITUTION (Provide mailing address)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

POINTS-OF-CONTACT

SOC Institutional Representative

This policy-level administrator is responsible for implementing and overseeing institution's compliance with the SOC Principles and Criteria:

NAME _____

POSITION _____

ADDRESS _____
(If other than institution's) _____

PHONE _____ FAX _____

E-MAIL _____

SOC Counselor

This counselor is responsible for counseling military and veteran students:

NAME _____

POSITION _____

ADDRESS _____
(If other than institution's) _____

PHONE _____ FAX _____

E-MAIL _____

AFFIRMATION OF COMPLIANCE WITH SOC PRINCIPLES AND CRITERIA

This application has been reviewed and authorized by the institution's Chief Executive Officer. The institution agrees that it or its designated subdivisions will comply with the 2007-2009 SOC Principles and Criteria (see back page).

Signature of President, Chancellor or other administrator authorized
by President or Chancellor to make this commitment

Date

NAME _____

POSITION _____

PHONE _____

Return completed questionnaire to: Servicemembers Opportunity Colleges
1307 New York Avenue NW, Fifth Floor
Washington, DC 20005-4701

Questions?
PHONE: (800) 368-5622
(202) 667-0079
FAX: (202) 667-0622
E-MAIL: socmail@aascu.org

GUIDELINES AND CRITERIA FOR MEMBERSHIP IN SERVICEMEMBERS OPPORTUNITY COLLEGES

Institutional members of SOC may be entire institutions or appropriate subdivisions (e.g., colleges, schools, or major divisions). To become an institutional member of SOC, an institution must meet three requirements:

- Each institution must satisfy six initial conditions.
- A responsible administrative official must commit the institution or the appropriate major subdivision to fully comply with and support the SOC Principles and Criteria as it delivers undergraduate postsecondary programs, courses, and supporting services to servicemembers on military installations or at locations accessible to them.
- The prospective institutional member must be approved as meeting SOC Principles and Criteria by the Director of SOC.

INITIAL CONDITIONS FOR MEMBERSHIP Institutional members must meet the following conditions:

- be listed in the *hep Higher Education Directory* (The SOC Director has the authority to waive the listing in the *hep Higher Education Directory* requirement when an institution is accredited by a national accrediting body recognized by the Council for Higher Education and/or by the U.S. Department of Education.).
- be a degree-granting institution that is accredited by an institutional accrediting agency has been recognized by the Council on Postsecondary Accreditation (COPA), the Commission on Recognition of Postsecondary Accreditation (CORPA), or the Council for Higher Education Accreditation (CHEA).
- meet appropriate provisions of DOD Directive 1322.8, *Voluntary Educational Programs for Military Personnel*, DOD Instruction 1322.25, *Voluntary Education Programs*, and appropriate Service regulations when providing educational services on military installations.
- be approved by the appropriate State Approving Agency for veterans' benefits.
- agree to submit data for the *SOC Guide*.
- not be listed in the Guaranteed Student Loan Data Book as having excessive student loan default rates.

SOC CRITERIA (extracted from the Servicemembers Opportunity Colleges, Principles and Criteria, 2005-07)

Inherent in the SOC Principles are expectations and standards essential to their translation into performance and action. The SOC Criteria express those expectations and standards and constitute an operational framework for SOC member institutions to extend to servicemembers undergraduate educational opportunities that are sometimes distinct from common institutional practice. The Criteria characterize flexibility essential to the improvement of access by servicemembers to undergraduate educational programs. The Criteria stipulate that institutional policies and practices be fair, equitable, and effective in recognizing special and often limiting conditions faced by military students.

Criterion 1. Transfer of Credit.

Since mobility makes it unlikely that a servicemember can complete all degree program requirements at one institution, a SOC institution designs its transfer practices for servicemembers to minimize loss of credit and avoid duplication of coursework, while simultaneously maintaining the integrity of its programs. Consistent with requirements of a servicemember's degree program, a SOC institution follows the general principles of good practice outlined in the *Joint Statement on Transfer and Award of Academic Credit*. Each institution may be required to submit documentary evidence that it generally accepts credits in transfer from other accredited institutions, and that its credits in turn are generally accepted by other accredited institutions.

Criterion 2. Academic Residency Requirements.

A SOC institution limits academic residency requirements for active-duty servicemembers to no more than 25 percent of the undergraduate degree program; recognizes all credit course work offered by the institution as applicable in satisfying academic residency requirements; and allows servicemembers to satisfy academic residency requirements with courses taken from the institution at any time during their program of study, specifically avoiding any "final year" or "final semester" residency requirement, subject to stated requirements in specific course areas such as majors. If a SOC institution offers one hundred percent of an undergraduate degree online, that institution may require active-duty servicemembers to take thirty percent of that degree program to obtain residency. (Institutions joining Servicemembers Opportunity Colleges primarily for the purpose of participating in the Concurrent Admissions Program (ConAP) are exempted from this criterion.)

Criterion 3. Crediting Learning from Military Training and Experience.

A SOC institution provides processes to determine credit awards and learning acquired for specialized military training and occupational experience when applicable to a servicemember's degree program. A SOC institution recognizes and uses the *ACE Guide to the Evaluation of Educational Experiences in the Armed Services* in determining the value of learning acquired in military service, and awards credit for appropriate learning acquired in military service at levels consistent with *ACE Guide* recommendations and/or those transcribed by the Community College of the Air Force, when applicable to a servicemember's program.

Criterion 4. Crediting Extracurricular Learning.

Recognizing that learning occurs in extracurricular and non-instructional settings, a SOC institution provides processes to evaluate and awards appropriate undergraduate level credit for such learning through practices that reflect the principles and guidelines in the statement on *Awarding Credit for Extracurricular Learning*. This shall include awarding credit through use of one or more of the nationally recognized, non-traditional learning testing programs provided for servicemembers by the OSD, such as described in the *ACE Guide to Educational Credit by Examination*. These examinations include CLEP, DSST, and ECE.