

## Military Service Schools/Military Experience Resources

It is **your** responsibility to request academic transcripts from **all** post secondary education institutions you have attended. Your military service schools and military experience also must be evaluated. These transcripts should be sent to the Pensacola State College Admissions Office.

DVA **cannot** pay educational benefits beyond two terms without a prior credit evaluation being submitted by Pensacola State College. **Remember:** It is your responsibility to notify this office when the Pensacola State College's Admissions Office informs you that your evaluation has been completed. At that time you should also submit a request for Pensacola State College 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 Pensacola State College from certifying for payment courses that you have previously completed if that course(s) applies toward the degree program you are pursuing at Pensacola State College. 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 Pensacola State College, consult your academic advisor.

**Air Force**      Community College of the Air Force  
Office of the Registrar  
Maxwell Air Force Base  
Montgomery, AL 36112  
[www.au.af.mil/au/ccaf](http://www.au.af.mil/au/ccaf)

**Army, Navy, Marines**      Joint Services Transcripts  
<https://jts.doded.mil>

**Coast Guard** U.S. Coast Guard Institute )  
5900 SW 64th Street, Room 235  
Oklahoma City, OK 73169-6990  
<http://www.uscg.mil/hq/capemay/Education/step5.asp>

**Personnel who retired before 1986** should submit a copy of your DD214  
National Personnel Records Center  
9700 Page Avenue  
St. Louis, Missouri 63132  
<http://www.archives.gov/veterans/military-service-records/dd-214.html>

Documents are to be mailed to:  
Admissions Office  
Pensacola State College  
1000 College Blvd  
Pensacola, FL 32504