The DLIFLC Associate of Arts Degree Program
General Information

Eligibility:

1. Applicants must be a member (or dependent of a member) of the U.S. Military on Active Duty, Active Reserve, National Guard, or a U.S. Federal Government service employee and active upon completion of all degree requirements, which includes having all documents (application, copy of LES or military ID* and transcripts) <u>on file and active in the AA Degree office PRIOR to leaving active Government service.</u> (IRR and contractor status are not eligible.) * *Military ID card copy: Title 18, USC Part I, Ch 33, Section 701 "except as authorized under regulations made pursuant to law" and AR 600-8-14, para 1.8, "the cardholder may allow photocopying of their ID card to facilitate DoD benefits."*

2. The AA Degree is based on the successful completion of studies in the foreign language major <u>in residence</u> at DLIFLC (Monterey, CA). Also required is the completion of specific general education requirements; which may be earned through testing or coursework at other accredited institutions.

3. Students who graduated from a resident DLIFLC Basic language program with a class start date after 1 October 1991 may apply.

4. Students who graduated from a resident DLIFLC Intermediate language program with a class start date after 1 February 1998 may apply.

5. Advanced programs are not eligible.

Requirements:

1. Applicants must meet eligibility requirements as listed in #1 above.

2. Basic program students must achieve a minimum DLPT score of L2/R2/S1+.

3. Intermediate program students must achieve a minimum DLPT score of L2+/R2+/S2.

4. A cumulative grade point average of a "C" (2.0) or higher is required for DLIFLC coursework.

5. Final DLIFLC grades below a D are not acceptable.

6. Students must have completed 45 semester credits at DLIFLC plus 18 semester credits in general education. Intermediate program students who were not enrolled in the Basic program are required to take an additional general education course. Students returning to DLIFLC for additional languages must complete the 45 semester credits in each language.

General education (GE) requirements:

1. Basic language program students need to transfer 18 semester credits to DLIFLC:
   A.   An English Composition requirement
   B.   A Natural or Physical Science (lab optional)
   C.   A Social Science requirement
   D.   A College Math requirement
   E.   A Technology requirement
   The Technology must be completed within five years prior to the AA Degree conferral date.

2. Transfer courses must show a grade of C- or better and have a minimum of 3 semester credits or 4.5 quarter credits.

3. Graduates from the Intermediate Language Program must contact the AA Degree Office to review the additional GE requirements.

4. The AA Degree Office has the right to approve or disapprove GE transfer credit.

Alternative methods of obtaining college credit:

Credits for GE requirements may be satisfied through specified testing, and/or military training. See the AA Degree Checklist for a list of acceptable CLEP/DSST/AP/IB tests and suggested coursework.

How to apply for the AA Degree:

<u>Step 1. Do this first!</u>

Complete the two-page <u>application</u> PRIOR to submitting any coursework or test results; students who are no longer in residence at DLIFLC must include a copy of their current LES or military ID with their application (See Eligibility #1). Eligible spouses must include a copy of their dependant ID and sponsor's LES or military ID. Students who attended more than one language program may be eligible to earn a degree in more than one language; however, a **separate application** must be submitted for each language.

<u>Step 2.</u>

Students must provide official transcripts from the grade granting institution to the AA Degree Office. Courses are not transferable from third party transcripts. Only CLEP/DSST/AP/IB scores may be transferred from third party transcripts at the discretion of the AA Degree Office. Electronic transcripts must be sent from official institutions/agencies to the email address below.

<u>Step 3.</u>

The student is responsible to ensure the AA Degree Office has received all documents and current contact information. Due to the high volume of applications, students will not be notified when documents are received and are encouraged to contact the office to check the status. Applications are inactive after two years if documents are not received during this timeframe. Contact the AA Degree Office to reactivate.

Important note: Resident students who plan to receive their AA Degree at graduation must submit all forms and supporting documents no later than 30 business days before their graduation date.

Application, checklist, and information: <u>www.dliflc.edu</u>
Please direct all questions to the AA Degree Office.

Defense Language Institute
ATTN: AA Degree Program (ATFL-APO-AR)
597 Lawton Road, Bldg 634, Room 3
Presidio of Monterey, CA 93944-5006

(831) 242-6431/5825 Fax: (831) 242-5963
pres.aadegree@conus.army.mil

DLIFLC Associate of Arts Degree Application

PLEASE READ: Only (Basic/Intermediate) students who will or have graduated from DLIFLC in Monterey are eligible for this AA Degree program. Applicants must be a member (or dependent of a member) of the U.S. Military on Active Duty, Active Reserve, National Guard, or a U.S. Federal Government service employee **and** active upon completion of degree requirements, which includes having all documents (application, copy of LES or military ID* and official transcripts) on file in the AA Degree office. IRR and contractor status are not eligible.

LES REQUIRED FOR NON-RESIDENT STUDENTS: Students no longer in residence at DLIFLC Monterey, must include a copy of their current LES or military ID for proof of service. Spouses must submit a copy of their dependent ID and their spouse's LES or military ID. Do not fax copies of ID cards. All documents must be on file in the AA office PRIOR to ETS.

Last Name: _____ First Name: _____ Middle Name: _____

SSN: _____--_____--_____   Other Last Name(s) Used: _____

Service Branch:	**Date of Birth**:_____	**Status**:
☐ Army	MM/DD/YYYY	☐ Active Duty
☐ Navy		☐ National Guard (even if currently active)
☐ Air Force	☐ **Enlisted**	☐ Active Reserve (IRR not eligible)
☐ Marines	☐ **Officer**	☐ Federal Government Employee
☐ Other: _____		☐ Spouse of any of the above

PLEASE PRINT LEGIBLY – Degrees not awarded at graduation will be mailed to this address:

Street/Apt: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Phone: **(_____)** _____
   (email most frequently used)

DLIFLC Graduation Date: _____ Language: _____
   (Additional application required for each language.)

Your name as you would like it to appear on the Associate of Arts Degree (please print legibly):

First: _____ Middle: _____ Last: _____

Your degree will be awarded at your graduation ceremony if all requirements are complete, otherwise select an option below. Students who have already graduated may select to pick up the degree in person or have it mailed.

☐ Mail to permanent mailing address printed above.
☐ Pick up in person at the AA Degree Office (Bldg. 634, Rm 3).

SEND THIS TWO PAGE APPLICATION
AND LES BY US MAIL, E-MAIL OR FAX TO:
Defense Language Institute
ATTN: AA Degree Program (ATFL-APO-AR)
597 Lawton Rd., Bldg 634 Rm 3
Presidio of Monterey, CA 93944-5006
Email: pres.aadegree@conus.army.mil **(pdf or jpg)**
Fax: (831) 242-5963 Phone: (831) 242-6431/5825

_____ _____
Student Signature   **Date**
By signing this application, I understand the
AA Degree requirements and ETS deadline.

Last Name: _____ First: _____ Middle: _____

Instructions: In the space below, write in where/how you have completed or intend to complete the GE requirements. **All official documents/transcripts must be received by the AA Degree office 30 days prior to graduation or by separation date from Active Duty/Federal service, whichever applies.**

- Students are responsible to ensure the AA Degree Office receives all documents. Due to the high volume of applications, you will not be notified when documents are received and are encouraged to check with the office on the status of your application. All official documents must be in the AA Degree Office before the degree may be granted. You will only be contacted if there is a question with your file.

- **Transcripts:** Official transcripts must be from the ORIGINAL GRADE GRANTING institute(s). Credit will NOT be transferred from third party transcripts with the exception of CLEP/DSST/AP/IB credits at the discretion of the AA Degree Office. Electronic transcripts accepted directly from verified institutions/agencies. CCAF and recent AARTS transcripts do not show CLEP/DSST scores. Transcripts received less than 30 days before graduation do not guarantee award of the degree at your graduation ceremony. Transcripts from colleges/universities outside the U.S. must be evaluated by a NACES member. www.naces.org.

- Students must meet all DLIFLC course, DLPT and general education (GE) requirements. The complete DLIFLC AA Degree Requirements can be found at www.dliflc.edu. Read the AA Degree Checklist for alternative methods of obtaining credit and transfer credit information. Applications are inactive after two years if documents are not received during this timeframe. Contact the AA Degree Office to reactivate.

- All transferrable GE courses must be 3 semester credits or 4.5 quarter credits each and grades of C- or better. The AA Degree Office has the right to approve or disapprove General Education transfer credit.

COMPLETE THE FOLLOWING:

General Education Requirements:	Name of College or Source of Alternative Credit:	
College Level = transferable level, no remedial or developmental coursework. (Three semester credits for each requirement.)	**I DID complete it:**	**I WILL complete it:**
English Composition - A college-level English writing course or CLEP/DSST/AP/IB tests.**	Name of school/Test – no checkmarks	Name of school/Test – no checkmarks
Mathematics - A college-level mathematics class or CLEP/DSST/AP/IB test. **	Name of school/Test – no checkmarks	Name of school/Test – no checkmarks
Natural/Physical Science - A college level course in a natural or physical science or a CLEP/DSST/AP/IB test. Lab is optional. **	Name of school/Test -– no checkmarks	Name of school/Test – no checkmarks
Social Science - A college level Social Science course or CLEP/DSST/AP/IB test. See checklist for acceptable credits. **	Name of school/Test - – no checkmarks	Name of school/Test – no checkmarks
Technology (Computers) - College level course or CLEP/DSST/AP/IB test. See checklist for acceptable credits. *This requirement must be met within **5 years prior** to AA Degree conferral.* **	Name of school/Test - – no checkmarks **FIVE year time limit for technology**	Name of school/Test – no checkmarks **FIVE year time limit for technology**
Physical Education - (For **CIVILIAN** students who were never Active Duty.) College level course in physical education or Here's to Your Health test. **	(Civilians only) – Name of school/Test	(Civilians only) Name of school/Test

**Read the AA Degree Checklist/Testlist for alternative methods of obtaining credit and transfer credit information.