**CRIMINAL JUSTICE ACADEMY TRANSFER CREDIT AND COURSE SUBSTITUTION INFORMATION**

**Indiana State University**

**School of Criminology and Security Studies**

Students completing training at an accredited criminal justice academy may be eligible to receive transfer credit for up to 9 credits of undergraduate work or 6 credits of graduate work towards a degree in Criminology and Criminal Justice. Students may not use the credits for both programs. In addition, these credits may not be eligible for consideration in other majors.

*General Information:*

1. Transfer credit for completion of coursework and training at an accredited criminal justice academy will be considered following a review of the training academy curriculum and the current Indiana State University School of Criminology and Criminal Justice undergraduate or graduate course equivalencies.
2. Training equivalency is verified by the presentation of the official certificate of completion and the completion of the Transfer Credit and Course Substitution Approval Application. The Certificate must be attached to the Criminal Justice Academy Course Substitution Approval Application at the time of submission for consideration.
3. Criminal Justice academies completed within the previous 15 years of the start date of the program will be considered.
4. The following criminal justice academy curriculum(s) have been verified for preapproval:
	1. Indiana Law Enforcement Academy (ILEA)
	2. Indiana State Police Recruitment Academy
	3. Indiana Department of Correction (adult and juvenile facilities and parole)
	4. Indiana Probation Officer Training (Indiana Office of Court Services)
	5. Indiana Community Corrections Training Division
5. Other academies will be approved on a case-by-case basis. Students seeking approval outside of the aforementioned academies must present a copy of the curriculum (an overview is appropriate) and a link to the academies web page along with a point of contact for verification.

**INDIANA STATE UNIVERSITY**

**SCHOOL OF CRIMINOLOGY AND SECURITY STUDIES**

**CRIMINAL JUSTICE ACADEMY TRANSFER CREDIT AND**

**COURSE SUBSTITUTION APPROVAL APPLICATION**

(Please Type)

**NAME:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Student ID**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Last First Middle/Maiden

Please provide the following information about the Criminal Justice Academy:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Completed by Student:** |  |  |  | **Completed by Advisor:** |  |
| **Criminal Justice** **Academy Name and State** | **Date Completed** | **Is substitution requested for Undergraduate or Graduate Credit****(mark only one)** | **ISU Course Equivalence****(Subject/Course Number)** | **Credit Hours** |
| **Undergraduate** | **Graduate** |
|  |  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |

I certify that the information provided above is accurate and complete. I further certify that I have read and understand the policies of the School of Criminology and Security Studies with respect to the transfer of undergraduate or graduate credits and course substitutions.

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 Student’s Signature Date

**REQUIRED APPROVALS:**

School Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

School Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

Dean of the College of Arts and Sciences or

Dean of the College of Graduate and Professional Studies:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name Signature Date

Approved: February 22, 2018