

How to Obtain College Credit for the EDFMTC

The American Council on Education (ACE) Transcript Service for College Credit

The American Council on Education's College Credit Recommendation Service (ACE CREDIT) has evaluated and recommended college credit for the ASMC's Enhanced Defense Financial Management Training Course. The American Council on Education, the major coordinating body for all the nation's higher education institutions, seeks to provide leadership and a unifying voice on key higher education issues and to influence public policy through advocacy, research, and program initiatives. For more information, visit the ACE CREDIT website at www.acenet.edu/credit.

To qualify for 3 semester hours of college credit for this course, you must attend all sessions and receive a letter grade of "C" or higher for lower-level undergraduate college credit and a "B" or higher for upper-level undergraduate credit. The letter grades are based on a combination of quiz scores, exercise/case study completion, research paper (upper-level credit only) and class participation. If you qualify and would like to have this reflected in your academic record, please follow the steps below. Each college or university reserves the right to accept or reject any transfer credit. Therefore, it is important to check with your school before requesting a transcript from ACE.

1. Visit the following website: <https://www.acenet.edu/transcripts/register>
2. Click on ACE CREDIT Registry and Transcript Service
3. If you have created an account, log on to your account. If you have not yet created an account, click on **Create an Account** and follow the prompts.
4. Once you are logged on to your account, click on **My Courses**
5. Click on **Add New Course**
6. In the "Organization Name" field, enter "**American Society of Military Comptrollers**"
7. If you are requesting lower-level undergraduate credit for the Enhanced Defense Financial Management Training Course, click on the course with the ACE Course Number ASMC-0001. Upper-level undergraduate credit (ACE Course Number ASMC-0002) requires the completion of a research paper. Contact certification@asmconline.org for more information.
8. Select the date range in which the course was completed: the two options are "10/1/2001 - 9/30/2007" or "10/1/2007 - Present"
9. Click on **Add to Transcript**
10. Enter the date you completed the course in mm/dd/yyyy format and click on **Submit for Review**
11. ASMC will receive an email from ACE requesting confirmation that you attended all the sessions and achieved the necessary scores on the required quizzes. **This process may take up to 8 weeks.**
12. You will receive confirmation of transcript information registry from ACE