*Purpose:* This form is for determination of course equivalency credit or general college credit for military courses and trainings listed on the Joint Services Transcript (JST) or Air University (AU) transcript of U.S. military active duty or veteran students at Olivet College. Learning outcomes as identified on the JST or AU and evaluated by the American Council on Education (ACE) will be compared to Olivet College course learning outcomes and assessed for alignment with Olivet College course learning outcomes by the department chair(s) or designee(s). The department chair or designee will then make an overall recommendation of credit equivalency to the assistant dean for academic records for approval. Approved JST/AU equivalencies will be entered into the college’s course equivalency database and reported on the college’s website. Only Olivet College courses at the 100/200 level should be evaluated for course equivalency; Olivet College courses at the 300/400 level require further approval by the dean of faculty. A copy of the most recent course syllabus used as reference for determining Olivet college course learning outcomes is attached or included with this form.

This form is to be returned to the assistant dean for academic records within 7 days of the date of its initiation.

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| Date of Initiation: 8-6-2019 | JST or AU course for which Credit/Equivalency is sought: NV-1710-0118 - Inter-service Builder A School USN Upon completion of the course, the student will be able to read basic construction plans; install doors and windows; lay roofing shingles; understand safe handling and use of construction tools and equipment; perform basic tasks such as concrete, masonry, and light frame construction; perform concrete emplacement ; perform wood framing build masonry structures; apply interior finishes; perform addition, subtraction, division, and multiplications calculations; calculate volume, area, ratios, and proportions; convert feet, inches, and fractions to decimal equivalents; calculate quantity and costs of masonry, wood, concrete, and interior finish building materials; schedule and manage construction jobs; determine material requirements for a specific construction job; perform the basic mathematical functions related to construction estimating; interpret construction plans; interpret construction specifications; and interpret building codes. |
| Evaluator Name: Thomas R. Humphreys Department: IRM | Olivet College course being considered for possible equivalency: IRM 340 - Insurance Claims Principles and Practices The course will introduce the student to the operations of professional claims handling. Two fundamental principles will be emphasized in all aspects of the class. They are customer service and utmost good faith. The course gives students the opportunity to build a strong foundation for effective investigative and litigation techniques. The student will also learn how to avoid costly lawsuits by practicing good-faith claims handling and effective communication and negotiation skills. A general claims overview will be followed with specific topic areas of Property and Liability claims handling. |

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| | **Olivet College Course Learning Outcome** Effectively write a roof claim estimate. | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Effectively write a total house fire estimate | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | pre-engineered building construction | ☐ | ☐ | ✓ | ☐ | | heavy timber bridge construction | ☐ | ☐ | ✓ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Effectively write an interior water claim estimate | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | pre-engineered building construction | ☐ | ☐ | ✓ | ☐ | | heavy timber bridge construction | ☐ | ☐ | ✓ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ☐ | ✓ | ☐ | | wood frame structure preservation | ☐ | ☐ | ✓ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Identify the importance of customer service and good faith in the contract application. | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Properly investigate and evaluate a simple liability claim. | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Properly investigate, evaluate and settle a complex liability claim | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Demonstrate an understanding of the claims contractual relationship between the insurance company, first parties and third parties. | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | |

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| | **Olivet College Course Learning Outcome** Demonstrate an understanding of the investigative, evolutional process and settlement process as it pertains to Property and Liability claims | | | | | | --- | --- | --- | --- | --- | | **JST/AU Learning Outcome** | No match  (0-33%) | Moderate Match  (34-67%) | Strong Match  (68-100%) | Not Applicable | | read and understand special drawings and specificatins for light frame construction, heavy timber bridge construction, and pre-engineered buildings construction | ☐ | ✓ | ☐ | ☐ | | pre-engineered building construction | ☐ | ✓ | ☐ | ☐ | | heavy timber bridge construction | ☐ | ✓ | ☐ | ☐ | | perform, under supervision, masonry construction, light frame construction, interior and exterior finishing | ☐ | ✓ | ☐ | ☐ | | build up roofing applications | ☐ | ✓ | ☐ | ☐ | | wood frame structure preservation | ☐ | ✓ | ☐ | ☐ | |

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| **Other Equivalency Factors.** Describe in the box to the right. If none, type “None.” |  |
| **JST/AU Course Description.** Look for similar wording or other high-level similarities. |  |
| **Topics/Subjects** covered in JST AU course as compared to OC course. Are there points of overlap or similarity? |  |
| **General Course Role in Program.** How does the course role match the program of student requirements for the OC receiving program/major? Check all that apply. | Major/Minor Required Course  Prerequisite  Co-requisite  Major/Minor Elective  General or LAC Elective  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Evaluation Summary** | | |
| **Course Credit Equivalency** | If one or more JST/AU learning outcomes match one or more OC course learning outcomes for the OC course equivalency at the moderate or strong level, the military course or training is eligible for consideration for OC credit, up to the full credit equivalency of the OC course. Check the box of the number of credits of equivalency recommended. | How many semesters hours:  Recommend 0 OC semester hours  Recommend 1 OC semester hour  Recommend 2 OC semester hours  Recommend 3 OC semester hours  Recommend 4 OC semester hours |
| **General Credit Equivalency** | If no specific OC course learning outcomes are met by the JST/AU course but “Other Equivalency Factors” are identified above, please comment on recommendations for consideration for general credit equivalency, including but not limited to: general program/major elective credit, general elective credit, liberal arts core course credit, or other. If other credit is recommended, state the specific recommendation plus the number of recommended credits. Include a justification or explanation. | How can the student best meet required learning outcomes:  Additional paper as needed to meet missing outcome(s).  Prior Learning Credit  Testing  Course substitution  Independent study  CO-OP/internship credits  General elective credit.  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Notes.** Include any notes to be considered when this JST/AU course credit equivalency recommendation is being reviewed. |  | |

Evaluator Name:

Assessment Form Completion Date:

*For Office of Academic Affairs Use*

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| Assistant Dean for Academic Affairs Approval of Credit Equivalency Recommendation:  Yes No  Date of Assistant Dean Approval: |
| Date of Registrar Entry of Equivalency into SIS:        Initials: |
| Date of Reporting in OC Military/Veteran Website Database:        Initials: |