

The DLIFLC Bachelor of Arts in Foreign Language Degree Program

General Information

Eligibility:

1. Applicants must be 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 full LES or military ID* and transcripts) on file and active in the Degree Office PRIOR to leaving active Government service. (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 BA Degree in Foreign Language is based on the successful completion of studies in the foreign language major in residence at DLIFLC (Monterey, CA), through the Basic Program and the Intermediate or Advanced Programs. 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 Intermediate or Advanced program with a class start date after 1 January 2020 may apply.

Requirements:

1. Applicants must meet eligibility requirements as listed in #1 above.
2. A cumulative grade point average of a "C" (2.0) or higher is required for DLIFLC coursework.
3. Final DLIFLC grades below a D are not acceptable.
4. Students must have completed 45 semester credits from the Basic Program and 33 semester credits from the Intermediate or Advanced programs at DLIFLC, 28 semester credits in general education and 14 credits in elective coursework.

General education (GE) requirements:

1. Students need to transfer 28 semester credits to DLIFLC:
 - A. English Composition
 - B. English
 - C. College Math
 - D. Art
 - E. Natural/Physical Science
 - F. Life Science
 - G. Science Lab (1 unit)
 - H. Social Science
 - I. Government/Political Science
 - J. Physical Education

Elective Credit Requirements:

Students need to transfer 14 semester credits to meet the elective requirement. Credits earned through military training and education may fulfill this requirement.

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. The Degree Office has the right to approve or disapprove GE transfer credit.
4. Credits for GE requirements may also be satisfied through acceptable CLEP/DSST/AP/IB tests, ACE credit through military training etc.

How to apply for the BA in Foreign Language Degree:

Step 1. Do this first!

Complete the two-page application **PRIOR** to submitting any coursework results. Students who are no longer in residence at DLIFLC must include a copy of their current full page LES or military ID with their application (See Eligibility #1).

Applications will be accepted in person, through U.S. Mail or electronically through DoD SAFE. CAC holders using DoD SAFE must select the email certificate. Go to <https://safe.apps.mil> and send to email BA-degree@dliflc.edu. Do not email directly.

Step 2.

Students must provide official sealed transcripts from the grade granting institution. **Please refer to the BA Degree Plan document for details on ordering electronic transcripts BEFORE you request your transcripts.**

Step 3.

The student is responsible to ensure the DLIFLC Degree Office has received all documents and contact information. Students will not be notified when documents are received and are encouraged to contact the office to check the status of their file. Students no longer in Monterey whose application is more than one year old must update their file by sending a current mailing address and a copy of either their LES or military ID.

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

Application, Degree Plan, and more information:

www.dliflc.edu
Defense Language Institute
ATTN: BA Degree Program (ATFL-APO-AR)
537 Lawton Road, Bldg 634, Room 11
Presidio of Monterey, CA 93944
(831) 242-6431/6796
BA-degree@dliflc.edu

DLIFLC Bachelor of Arts in Foreign Language Degree Application

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PLEASE READ: Applicants must be a member of the U.S. Military on Active Duty, Active Reserve, or National Guard upon completion of degree requirements, which includes having all documents (application, copy of LES or military ID* and official transcripts) on file in the DLIFLC Degree office. Individual Ready Reserve and contractor status are ineligible.

LES REQUIRED FOR NON-RESIDENT STUDENTS: Students no longer in residence at DLIFLC Monterey, must include a copy of their current full page LES (you may redact anything below the ID line) or military ID¹ for proof of service. All documents must be on file in the DLIFLC Degree Office PRIOR to ETS.

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

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

Service Branch: Army Navy Air Force Marines	Date of Birth: _____ MM/DD/YYYY Enlisted Officer	Status: Active Duty National Guard (even if currently active) Active Reserve (IRR not eligible)
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PLEASE PRINT LEGIBLY – Degrees not awarded at graduation will be mailed to this address:

Street/Apt: _____

City: _____ State: _____ Zip: _____

E-mail: _____ +Phone: (____) _____

DLIFLC Basic Program Graduation Date: _____ Language: _____

DLIFLC Intermediate Program Graduation Date: _____ Language: _____

DLIFLC Advanced Program Graduation Date: _____ Language: _____

Your name as you would like it to appear on the BA Degree (**PLEASE PRINT LEGIBLY**):

First: _____ Middle: _____ Last: _____

Your degree will be awarded at your graduation ceremony if all requirements are complete.

Students *who have already graduated* may select to pick up the degree in person or have it mailed.

☐ Mail to address above. ☐ Pick up in person at the DLIFLC Degree Office (Bldg 634, Rm 11)

_____ Student Signature	_____ Date
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By signing this BA Degree application,
I agree to the BA Degree Requirements.

Mail this 3-page application and LES to:

Defense Language Institute
ATTN: AA Degree Program Office
537 Lawton Rd, Bldg 634 Rm 11
Presidio of Monterey, CA 93944

Or send electronically (for CAC holders) via DoD SAFE <https://safe.apps.mil>. Use the email address: BA-degree@dliflc.edu to send using DoD SAFE. Do not email directly.

¹Military 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." **Privacy Act Statement:** This information is solicited by Authority Title 10, USC 3012 and Executive Order 9397. SSN is used as the personal identifier in locating your training records. Personal information provided above will solely be used to properly respond to your request for granting the Associate of Arts in foreign language. Failure to provide this information could result in the inability of DLIFLC to respond to your request.

PLEASE READ - Degree Application - General Education (GE) Requirements

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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 Degree Office 30 days prior to graduation or by separation date from Active Duty/Federal service, whichever applies.**

- Students are responsible to ensure the DLIFLC Degree Office receives all documents. 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 DLIFLC Degree Office before the degree may be granted. You will only be contacted if there is a question with your file.
- **Transcripts:** Please refer to the BA Degree Plan for details on ordering transcripts **BEFORE** you order. Transcripts must be from the grade granting institute where you completed the coursework. Only CLEP/DSST/AP/IB scores may be transferred from third party transcripts at the discretion of the DLIFLC Degree Office. CCAF 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 coursework, general education (GE), and elective credit requirements. DLIFLC BA Degree requirements and transfer credit information may be found on the BA in Foreign Language Degree Plan. Students no longer in Monterey whose application is more than one year old must update their file by sending a current mailing address and a copy of either their LES or military ID. Students who have a name change must complete a new application.
- All transferable GE courses must be 3 semester credits or 4.5 quarter credits each and grades of C or better. The DLIFLC Degree Office has the right to approve or disapprove General Education transfer credit.

COMPLETE THE FOLLOWING:

General Education Requirements: <small>College Level = transferable level, no remedial or developmental coursework. (3 semester/4.5 quarter credits for each requirement.)</small>	Name of College or Source of Alternative Credit:	
	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
English – Courses such as poetry, creative writing, journalism, prose/fiction, technical and business writing are acceptable, 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
Art – A college-level humanities course CLEP/DSST/AP/IB tests.**	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
Life Science – A college-level course such as human anatomy, biology and botany or CLEP/DSST/AP/IB tests.**	Name of school/Test – no checkmarks	Name of school/Test – no checkmarks

**Read the BA Degree Plan for alternative methods of obtaining credit and transfer credit information.

PLEASE READ - Degree Application - General Education (GE) Requirements

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Last Name: _____ First: _____ Middle: _____

Science Lab – 1 unit required in either Natural/Physical Science or Life Science	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 AA Degree Plan for acceptable credits. **	Name of school/Test -- no checkmarks	Name of school/Test – no checkmarks
Government/Political Science – A college-level course such political science/systems, international relations, law, U.S. Constitution, government or CLEP/DSST/AP/IB test. See AA Degree Plan for acceptable credits. **	Name of school/Test -- no checkmarks	Name of school/Test – no checkmark
Physical Education	Satisfied through Basic Military Training	

**Read the BA Degree Plan for alternative methods of obtaining credit and transfer credit information.

Elective Requirements: 14 Semester or 21 quarter credits	Name of college or source of alternative credit	
	Completed	I will complete it
Elective 1: _____ credits		
Elective 2: _____ credits		
Elective 3: _____ credits		
Elective 4: _____ credits		
Elective 5: _____ credits		
Elective 6: _____ credits		