



**Bachelor of Applied Arts and Sciences (BAAS) Program
Gordon T. and Ellen West College of Education**

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www.mwsu.edu/academics/education/baas

Thank you for your interest in Midwestern State University's Bachelor of Applied Arts and Sciences (BAAS) Degree. At your earliest convenience, visit our website at <http://www.mwsu.edu/academics/education/baas> for additional information concerning the degree.

Below is a checklist for students who want to request a BAAS evaluation. The BAAS evaluation (degree plan) will let you know the hours or work transferable to the degree, and the approximate number of hours needed to finish the degree. In order to complete the degree plan we will need the following documents, if applicable, faxed or mailed to us:

1. A single page with your name, address, phone numbers, and email address, along with a request for an evaluation of your transcripts for the BAAS degree.
2. Unofficial transcripts (copies) of all college-level work completed. If you order official transcripts please have one copy sent to the BAAS Office and the other to our Admissions Office. The Admissions Office does not automatically forward copies of transcripts to the BAAS Office.
3. Texas law enforcement officers should provide the TCOLE Training Summary (top page only). Federal Law Officers/Corrections Officers/Jailers should provide copies of certificates and other ACE (American Council on Education)-accredited training.
4. A letter, on letterhead, signed by the Human Resources Officer or employer verifying the dates of your employment.
5. Verification of completion of ACE-accredited courses or programs which have recommended college hours.
6. Military veterans should provide the following:
 - a. DD 214
 - b. Air Force veterans provide a Community College of the Air Force transcript
 - c. Army/Marines/Navy/Coast Guard should provide a Joint Services Transcript (JST). Electronic transcripts can be accessed at <http://www.jointservicestranscript.com/> Please request transcripts be sent to BAAS Program, at Midwestern State University.
7. Provide National Fire Academy ACE Certificates.

If eligible for the BAAS Program you may complete an admissions application to Midwestern State University. Please go to www.mwsu.edu, Click on the "Admission" menu across the bottom of the university's homepage. Go to "apply for admissions online", then the "Apply Texas" link. Be sure to check on Applied Arts and Sciences degree under Gordon T. and Ellen West College of Education. Request that all previous schools send official transcripts directly to the MSU Admissions Office.

Texas veterans should check with the MSU Veterans Affairs Office regarding educational benefits and other applicable tuition exemptions. <http://www.mwsu.edu/registrar/veterans/index>

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Please contact us for further information.

mwsu.edu

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