



Kim Vickers  
Executive Director

# TEXAS COMMISSION ON LAW ENFORCEMENT

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## Technical Assistance Bulletin

To: All Texas Law Enforcement Agencies/Contract Training Providers/Licensees  
From: Kenny Merchant/Director, Credentialing and Field Services  
Regarding: **Military Service Credit (F8)**  
Date: March 2, 2020

As you may know, TCOLE has long offered training credit for college hours resulting in a more rapid advancement in proficiency level. Until now, no similar option was available to account for military service. In 2019, the Texas Legislature passed House Bill 971, which fills this gap for peace officers who have served in the military. After much discussion (and number crunching, and more discussion...), we are now ready to release the matrix that will be posted on the TCOLE website as form F-8, Military Service Credit.

Much like college credit, documents submitted to TCOLE reflecting federal military service will add to the overall training hours needed to move to the next proficiency level. It will not take the place of any specific courses required for a proficiency certification or count toward hours required during a continuing education unit or cycle. The years of peace officer service required also remain as shown on the current charts for each proficiency level.

Some questions we anticipate:

Stipends- TCOLE cannot get involved in discussions related to stipends for those agencies that offer soft money for proficiency levels.

Reserves- Reserve time will be calculated for time spent on active duty/under orders, not for total time as a Reserve member.

Service Branch- only Federal military service qualifies- State Guard service does not qualify

Total hours- There is no overall maximum number of training hours a peace officer can achieve.

License types- Though the legislation only applied to peace officers, this credit will be offered to all TCOLE licensees who qualify.

How long will this take- As the F8's are processed by hand, and many are being submitted, expect a delay of several weeks in having your service credit added to your Personal Status Report. Once added, the credit will show in your "Courses Completed" list as a lump sum of hours.

Completing the F8 Form:

For the time being, F8's must be completed manually, by printing out the F8 form on our website and mailing to the Commission, along with the required fee. The F8 process will be added to TCLEDDS in the future, making electronic submission through your agency possible.

Instructions for calculating hours are provided on the form; please take care in properly calculating the hours.



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Be sure to attach the verifying documentation needed (DD214, etc.). Improperly completed F8's will be returned. A helpful link in obtaining documents is here-  
<https://www.va.gov/records/download-va-letters/>.

Only one fee is required until the credit is issued. If military credit has already been issued and additional military credit is submitted, the fee must be paid, again.