

**EDUCATION CODING SHEET
SOP NECPOC 690-04-005H**

Name: _____ Date: _____
Social Security Number (last four digits only) : _____
Commercial Telephone Number: _____
Installation/Location: _____

1. Select number from this list that corresponds to your HIGHEST level of education: ____

- 01-Some elementary school (did not complete)
- 02-Elementary school (completed, no high school)
- 03-Some high school (did not complete)
- 04-High school graduate (or certificate equivalent)
- 05-Terminal occupational program (not completed)
- 06-Terminal occupational program (completed)
- 07-Some college (less than one year)
- 08-One year college (30-59 sem hrs/45-89 qtr hrs)
- 09-Two years college (60-89 sem hrs/90-134 qtr hrs)
- 10-Associate Degree
- 11-Three yrs college(90-119 sem hrs/135-179 qtr hrs)
- 12-Four yrs college (no degree; 120+ sem hrs/180+ qtr hrs)
- 13-Bachelor's degree
- 14-Post Bachelor's degree (no Master's)
- 15-First professional degree (8 year study program, e.g., Law, Medicine, Dentistry)
- 16-Post-first professional
- 17-Master's degree
- 18-Post-Master's
- 19-Sixth-year degree
- 20-Post sixth year
- 21-Doctorate degree
- 22-Post-doctorate

2. Indicate type of school from which you earned your highest level of education:

- H - High School (other than vocational, technical, or trade school)
- V - Vocational, Technical or Trade School (High School level)
- W - Vocational, Technical or Trade School (Above High School level)
- B - Junior/Community College
- C - College or University

3. Year in which you graduated: _____

4. Name of School from which you graduated: _____.

5. State in which the school is located _____.

YOU MAY SKIP TO ITEM 9 UNLESS YOU HAVE FORMAL EDUCATION BEYOND HIGH SCHOOL.

6. Insert total hours in the appropriate item to indicate number of semester, quarter, or classroom hours earned:

Semester hours: _____ Quarter hours: _____ Classroom hours: _____

7. Indicate type of degree or diploma: _____

8. Indicate your field of study:

Major (requires at least 20 semester hours or 30 quarter hours): _____

Minor (requires 12-19 semester hours or 18-30 quarter hours): _____

9. Signature and date: _____