## **Requesting A DAU Course Equivalency**

## Follow the steps below to submit a request for DAU course equivalency

- 1. Reference the DoN DAWIA Operating Guide Chapter 13.9, DAU Equivalent Courses.
- 2. Reference the DAU equivalency program at this URL: <a href="http://icatalog.dau.mil/appg.aspx">http://icatalog.dau.mil/appg.aspx</a>.
- 3. Click on the appropriate type of provider (i.e. DoD Schools, Commercial Vendor, etc.) to view the equivalent product listing for that provider type. In order to qualify as a DAU equivalent course, the course must be identified as such on one of these documents.
- 4. Locate the providers' course name and number and note the equivalent DAU course code.
- 5. Ensure the course was completed on or within the approval period listed on the document.
- 6. Submit your request to the eDACM Support Team at <a href="mailto:eDACM Support@navy.mil">eDACM Support@navy.mil</a>, and provide the following information:
  - First and Last Name, and Middle Initial
  - Course completion certificate or university transcripts, as applicable.
  - Equivalent DAU Course Code
  - Course Start Date
  - Course Completion Date
- 7. You will receive an email from the eDACM Support Team indicating that the equivalency request has been processed. Individuals can expect to see their equivalency displayed on their DAWIA Transcript within 3 business days after it has been entered into ATRRS.