

# How to receive an American Council on Education (ACE) transcript for your TEEEX training

Step 1: Click "Create an Account" and input information

Earning college credit is just a few steps away. . .

User Name:  [Forgot Your User Name?](#)

Password:  [Forgot Your Password?](#)  
(Case Sensitive)

**LOGIN**

New to the Registry and Transcript System?  
[Create an Account](#)

Step 2: Select "Continue Registration"

Last Name:

Please try again if you are sure that you have registered


**<< TRY AGAIN** **CONTINUE REGISTRATION >>**

Step 3: Fill out information and create a Username/Password and select "Complete Registration"

Terms of Use

I have read and agree to the [Terms of Use](#) of the ACE CREDIT Registry and Transcript System. \*

Image Verification



Enter the characters as they are shown in the above image: (Letters are not case-sensitive)

**COMPLETE REGISTRATION** **CANCEL**

Step 4: Select "Course Search"

**Courses**

- [Course Search](#)
- [My Courses](#)

**Transcripts**

- [Order Transcripts](#)
- [Transcript Status](#)

**LOGOUT**

**Step 5: Go to the dropdown box titled “Organization Name” and select “Texas Engineering Extension Services”**

To request a course or examination be added to your transcript, please use the search below.

**Enter at least one search criterion to search.**

Course/Examination Number:  (e.g. ACE-0001)

Course/Examination Title:

Course/Examination Description:

Organization Name: 

- Texas Engineering Extension Service
- TEXAS INSTRUMENTS

**Step 6: Find your course and select it**

Organization Name	Title	Course Number	ACE Course Nu...
Texas Engineering Extension Service	<a href="#">Advanced First Aid</a>	UAE308	TEEX-0228
Texas Engineering Extension Service	<a href="#">Advanced Incident Management/Unified Co...</a>	MGT344	TEEX-0230
Texas Engineering Extension Service	<a href="#">Aircraft Rescue and Firefighting</a>	NFPA 1003	TEEX-0183
Texas Engineering Extension Service	<a href="#">Ambulance Strike Team/Medical Task Force...</a>		TEEX-0188
Texas Engineering Extension Service	<a href="#">Arson Detection</a>	R200	TEEX-0038
Texas Engineering Extension Service	<a href="#">Basic Life Support and Hazardous Materials...</a>	R246	TEEX-0011
Texas Engineering Extension Service	<a href="#">Basic Marksmanship</a>	UAE108	TEEX-0249
Texas Engineering Extension Service	<a href="#">Basic Security Course</a>	UAE801	TEEX-0240
Texas Engineering Extension Service	<a href="#">Basic Security Functions</a>	UAE101	TEEX-0211
Texas Engineering Extension Service	<a href="#">Basic Unarmed Self-Defense</a>		TEEX-0212
Texas Engineering Extension Service	<a href="#">Basic Vehicle Operations</a>	UAE107	TEEX-0215
Texas Engineering Extension Service	<a href="#">Bioterrorism: Mass Prophylaxis Preparednes...</a>		TEEX-0233
Texas Engineering Extension Service	<a href="#">Chemical, Biological, and Radiological Proce...</a>	UAE105	TEEX-0213
Texas Engineering Extension Service	<a href="#">Command and Control of Wildland/Urban Int...</a>	F612	TEEX-0164
Texas Engineering Extension Service	<a href="#">Community Risk Issues and Prevention Inter...</a>	F347	TEEX-0049
Texas Engineering Extension Service	<a href="#">Confined Space Rescue Technician (RES002)</a>		TEEX-0208

Note: If you are unable to locate your course, it may not have been eligible for college credit. Please contact us at (877) 833-9638 to confirm this is the case.

For reference, any course less than 16 hours in duration will not be eligible for recommended college credit.

Step 7: On the pop-up window, click “Add to Transcript”

**Detail**

**ACE CREDIT** American Council on Education  
College Credit Recommendation Service

**Registry and Transcript System**

**Advanced Incident Management/Unified Command (MGT344)**

**Credit Type:** Course  
**ACE Course Number:** 0230  
**Organization:** Texas Engineering Extension Service  
**Location:** Various locations throughout the United States.  
**Length:** 16 hours (2 days).  
**Dates Offered:** 2/1/2002 - Present  
**Objective:** To develop the skills necessary to effectively plan for and manage a large-scale incident by applying and implementing an all-hazards, multidisciplinary, command and management team approach as described in the National Incident Management System's (NIMS) Incident Command System (ICS), Multiagency Coordination Systems, and Public Information Systems, with specific emphasis on the incident planning and resource management processes.  
**Learning Outcome:** Upon successful completion of this course, the student will be able to plan for, respond to, and manage a complex or expanding incident within a multidiscipline, multi-jurisdiction response organization as defined by the standards defined by NIMS.  
**Instruction:** Major topics covered in the course are Fundamental and Intermediate Incident Command System (ICS) systems, complex incidents, emergency management, and inter-agency coordination.

**Add To Transcript** **Close**

Step 8: On the next screen, enter your course completion date and click “Submit for Review”

**Course Search - Request Transcript Addition**

You are about to request the following course be added to your transcript:

**Organization:** Texas Engineering Extension Service  
**Credit Type:** Course  
**Title:** Advanced Incident Management/Unified Command  
**ACE Number:** TEEX-0230

Please enter the date you completed the course:  (mm/dd/yyyy)

**Note:** This course will not be added to your transcript until the organization has approved it. Once the organization has taken action on this request, you will receive an e-mail notification.

**SUBMIT FOR REVIEW** **CANCEL**

Step 9: Follow steps 4-9 for any additional courses you are eligible to receive credit for

Nothing more is required of you until Step 12. Steps 10 and 11 occur within TEEX and ACE systems:

**Step 10: ACE contacts TEEX electronically to confirm course completion**

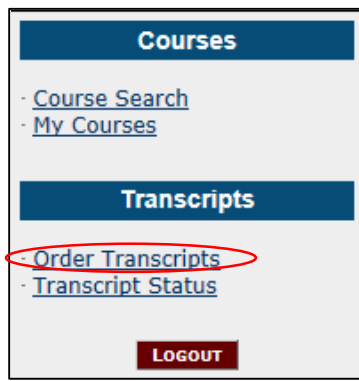
**Step 11: Once approved by TEEX, ACE will email you confirming your ACE credit approval request result**

*Next steps require user input:*

**Step 12: In the email from ACE, follow the link provided in order to get back to the Transcript System**

**Step 13: Log in with your Username/Password**

**Step 14: Select “Order Transcripts”**



**Step 15: Follow the steps the website provides.**

*If you have an questions or problems, please feel free to contact us at (877) 833-9638.*