Joint Services Transcript

Website: https://jst.doded.mil/jst
BACKGROUND

The Joint Services Transcript (JST) is a synchronized transcript presenting data for the United States Army, Marine Corps, Navy, and Coast Guard.

Each JST is “owned” by the service member’s or veteran’s specific service, so you will see each service’s seal with the American Council on Education (ACE) seal at the top.

Each JST includes:

- Personal service member data
- Military course completions—all courses that have been evaluated by the American Council on Education (ACE), with full descriptions and credit recommendations
- Military occupations—full descriptions, skill levels, and credit recommendations
- College level test scores—CLEP, DSST, and NCPACE
- Other learning experiences—additional completed courses and occupations that have not been evaluated by ACE for college credit
- An academic institution courses page (not available for Army JSTs)

- The JST is accepted by more than 2,300 colleges and universities.
- Electronic JSTs are free.

Stakeholders (service members, veterans, colleges, and universities) can create JST accounts and receive transcripts at https://jst.doded.mil/jst.

- For technical support questions, contact jst@doded.mil.
- For questions about a particular service, see the resources section on the back page of this brochure.
PERSONAL SERVICE MEMBER DATA

This section will clearly state whether the transcript is official or unofficial. Service members and veterans can request unofficial copies of their transcripts at any time. Official transcripts must be issued directly from the JST Operations Center to the college or university registrar.

This section shows the service member’s:

- name,
- social security number,
- current rank and pay-grade level, and
- status (active or separated).

The status is important for colleges and universities, because active service members may have additional transcripts to provide.
MILITARY COURSES

- This section presents ACE credit recommendations for the courses that the service member or veteran has completed.
- Key things to note include the military course ID number in the far left margin, the ACE identifier in bold text to the right, and the dates the coursework was taken.
- The credit recommendations are listed as subject-area bullets with the semester hours (SH) and level of the credit (V=vocational, L=lower, U=upper, and G=graduate) aligned to the right.
- At the end of the credit recommendation, two sets of dates appear in parenthesis (mm/yy). The first date indicates when an ACE faculty evaluation team conducted the hands-on review. The second date indicates any administrative adjustment to the course data.
- The JST includes a brief description of the course, but you can find more information about the course on the ACE Military Guide (acenet.edu/militaryguide). Additional data listed in the Guide include course length, version, and related competencies or learning outcomes connected to each subject area.
MILITARY EXPERIENCE (OCCUPATIONS)

- This section highlights the occupations the service member has held, including occupation designators, titles, descriptions, and the date the service member attained the occupation.
- Occupations that have been evaluated by ACE include an ACE ID number and ACE credit recommendations.
- For Army occupations, the status (primary, duty, secondary) appears next to the occupation designator.
- For Marine Corps occupations, the pay-grade alignment to the credit recommendation is noted in parentheses.
- The JST includes a brief description of the occupation, but you can find more information on the ACE Military Guide (acenet.edu/militaryguide). Additional data listed in the Guide may include related competencies or learning outcomes connected to each subject area.

<table>
<thead>
<tr>
<th>Occupation ID</th>
<th>ACE Identifier</th>
<th>Dates Held</th>
<th>Description-Credit Areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>NER-SR</td>
<td>NONE ASSIGNED</td>
<td>28-JUL-1987</td>
<td>Seaman Recruit: To assimilate recruits into the Navy way of life and to prepare them for further advanced training in specialized Navy occupations.</td>
</tr>
<tr>
<td>NEC-9502-003</td>
<td>28-DEC-2002</td>
<td></td>
<td>Instrctor: Individuals direct teaching and learning activities in schools, training centers, and selected reserve units; write learning objectives; prepare test items; evaluate instructional materials and results; and counsel students on academic learning problems.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Introduction To Teaching And Learning 3 SH L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Public Speaking 3 SH L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(11/07)(11/07)</td>
</tr>
</tbody>
</table>
COLLEGE LEVEL TEST SCORES

- This section shows the exams, such as the CLEP, DSST, or DLPT, that a service member or veteran has completed.

- Often, colleges and universities still require the official test score report, but this section can be used as an advising tool.

- DLPT exams taken after October 31, 2011 will not show ACE recommended credit but will appear on the JST; reference the ACE National Guide at www2.acenet.edu/credit for credit recommendations.
OTHER LEARNING EXPERIENCES

- This section includes the service member’s professional education and training experiences that do not have official ACE credit recommendations.
- This information is listed in tabular form, with codes explaining why there is no credit recommendation.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Date Taken</th>
<th>Title</th>
<th>Location</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>MMB</td>
<td>30-SEP-2005</td>
<td>Tan Belt</td>
<td>Marine Corps Air Station, Camp A</td>
<td>1</td>
</tr>
<tr>
<td>B-9E-1341</td>
<td>13-APR-2006</td>
<td>Naval Aviation Water Survival Program N12</td>
<td>Aviation Survival Training Center</td>
<td>1</td>
</tr>
<tr>
<td>GCJ</td>
<td>05-JUL-2006</td>
<td>Survival Evasion Resistance and Escape (SERE) Lowry A</td>
<td>Landing Force Training Command PAC NAB Coronado, CA</td>
<td>1</td>
</tr>
<tr>
<td>WPZ</td>
<td>08-NOV-2006</td>
<td>KC-130 Aircraft Flight Mechanic</td>
<td>MCAS Cherry Point, NC</td>
<td>1</td>
</tr>
<tr>
<td>1381</td>
<td>08-NOV-2006</td>
<td>Math for Marines (CD)</td>
<td>Marine Corps Institute, Washington DC</td>
<td>1</td>
</tr>
<tr>
<td>1355C</td>
<td>14-MAY-2007</td>
<td>Fundamentals of Diesel Engines</td>
<td>Marine Corps Institute, Washington DC</td>
<td>3</td>
</tr>
<tr>
<td>JST-US171</td>
<td>10-SEP-2007</td>
<td>USFK Theater Specific Required Training</td>
<td>Joint Warfighters Center (JWDC) Suffolk, VA</td>
<td>1</td>
</tr>
<tr>
<td>334L</td>
<td>24-OCT-2007</td>
<td>Food Service Fundamentals</td>
<td>Marine Corps Institute, Washington DC</td>
<td>1</td>
</tr>
</tbody>
</table>
### SUMMARY

- This section is an unofficial part of the transcript. Notice that there is no ACE seal at the top of the page.
- The summary includes courses and occupations that have ACE credit recommendations.

#### ACE Exhibit Number | Military Course Number | Title / Subject | Date | Credit | Level
--- | --- | --- | --- | --- | ---
CG-2205-0035 | 566666 | Recruit Training | 01-JUL-2009 | 1 | L
CG-1717-0010 | 230440 | Senior Petty Officer Leadership and Management | 03-JAN-1990 | 3 | L
CG-1405-0006 | 210160 | Storekeeper, Class A | 25-OCT-1991 | 1 | L
CG-1728-0024 | 341291 | Maritime Law Enforcement Instructor | 28-FEB-1994 | 3 | L
CG-1405-0012 | 500254 | Centralized Shipboard Supply | 19-OCT-2000 | 1 | L
NV-1606-0079 | A-433-0022 | Diver Second Class | 22-MAR-2002 | 2 | L
NV-0803-0007 | A-433-0025 | Diver First Class | 03-JUN-2002 | 2 | L

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ACADEMIC INSTITUTION COURSES

- This section is an unofficial part of the transcript. Notice that there is no ACE seal at the top of the page.
- This section includes:
  - the degrees and certifications that the service member or veteran has completed; and
  - the courses completed using military tuition assistance.
- This page is not part of the Army JST; soldiers should refer to GoArmyEd (www.goarmyed.com) for information regarding their academic institution courses.

<table>
<thead>
<tr>
<th>Name:</th>
<th>SSN: XXX-XX-XXXX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course</td>
<td>Title</td>
</tr>
<tr>
<td>NSCH110</td>
<td>Intro To Oceanography</td>
</tr>
<tr>
<td>GEOL198</td>
<td>Earthquakes</td>
</tr>
<tr>
<td>GVPT200</td>
<td>Intl Political Relations</td>
</tr>
<tr>
<td>LIBS150</td>
<td>Info Literacy Research Methods</td>
</tr>
<tr>
<td>MATH103</td>
<td>College Mathematics</td>
</tr>
<tr>
<td>HIST156</td>
<td>History United States To 1855</td>
</tr>
<tr>
<td>PSYC100</td>
<td>Introduction To Psychology</td>
</tr>
</tbody>
</table>
What is the ACE ID number?

All courses and occupations reviewed by ACE have a corresponding ACE identification number (ACE ID). The ACE Military Guide can be searched by ACE ID number to view additional data about a course or occupation, such as related competencies and learning outcomes.

What is the new version number after the ACE ID and why is it important?

The version number for the course is listed to the right of the ACE ID number. When the course curriculum changes, ACE evaluates the new version and tracks the history of curriculum changes and credit recommendations using the same ACE ID, with different dates and different version numbers. The course version on a JST is based on when the service member started the course and successfully completed it.

What is an occupation?

An occupation refers to the service member’s job while in the military. The ACE occupation review process is focused on the recommendation of credit for learning that occurs on the job, above and beyond the formal classroom training.

How does an occupation review differ from a course review?

The occupation evaluation is more experiential in nature and is an assessment of the “profession” assigned to the service member to determine what learning has occurred above and beyond formal military training. The combination of the written materials and the interviews validate the professional duty expectations and the learning that occurs on the job.

What does the date on the occupation exhibit mean?

The date that is displayed on the JST in the occupation area shows when the service member achieved a particular rank in that occupation. There are no end dates for a particular rank on the JST because end dates are not recorded in the service member’s personnel record.
How can a user determine the end date of a particular rank?

The end date of a particular rank can be determined by viewing the date of the next occupation entry on the JST.

How are the occupational credit recommendations populated on the JST?

Occupational credit recommendations from the Military Guide appear on the JST based on the pay grade/skill level rank that is achieved by the service member and the dates covered by the occupation exhibit. For example: A soldier in the Human Resources Specialist MOS achieved skill level 40 on January 2, 2011. The Military Guide exhibit MOS-42A-001 is dated 4/03–11/13, so this service member would receive the credit recommendations from this exhibit because the service member reached the skill level during the time period covered by this exhibit.

Do I add together the credit recommendations from different pay grades or skill levels?

No, the occupation credit recommendations are structured as building blocks, so each level already incorporates the credit recommendations for all of the levels below it.

What if the service member’s training and experience has not been evaluated by ACE?

The services decide which courses and occupations ACE will evaluate. Colleges and universities can conduct personal learning assessments for students whose training and experience has not been evaluated by ACE.

What if a course is missing from my JST?

Service members who find errors or omissions on their JSTs should contact their service training resource, listed on the back cover of this brochure.
WEB RESOURCES

ACE Transcript Website
www.acenet.edu/militaryprograms/jst

Joint Services Transcript
https://jst.doded.mil/jst

CONTACT SERVICE-SPECIFIC EMAIL SUPPORT

ARMY JST
Password Reset or access issues ONLY:
usarmy.knox.hrc.mbx.tagd-jst@mail.mil

All other inquiries:
open a new inquiry using your JST account

MARINE CORPS JST
https://jst.doded.mil/jst

NAVY JST
https://jst.doded.mil/jst

COAST GUARD JST
ETQC-SMB-RO@uscg.mil

JST OPERATIONS
https://jst.doded.mil/jst