

# 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](mailto: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.

**JOINT SERVICES  
TRANSCRIPT**






\*\*UNOFFICIAL\*\*

**Name:** JONESLOCKER, DAVY TEST  
**SSN:** XXX-XX-XXXX  
**Rank:** Chief Electronics Technician (E7)  
**Status:** Active

**Transcript Sent To:**  
 JONESLOCKER, DAVY TEST

**JOINT SERVICES  
TRANSCRIPT**

\*\*OFFICIAL\*\*

**Name:** ARMY, I AM  
**SSN:** XXX-XX-XXXX  
**Rank:** Sergeant First Class (E7)  
**Status:** Active

**Transcript Sent To:**  
 University of XXXXXXXX

## 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](http://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 Courses				
Military Course ID	ACE Identifier Course Title Location-Description-Credit Areas	Dates Taken	ACE Credit Recommendation	Level
808	<b>MC-2204-0088 V02</b> <b>Recruit Training Master:</b> Upon completion of the course, the student will be able to perform basic and infantry skills of physical ability, drill and ceremony, marksmanship, confidence, personal grooming and hygiene; perform as a team member in tactical offensive and defensive formations, and perform basic martial arts moves.	05-SEP-2005 to 29-NOV-2005		
	• Basic Martial Arts		2 SH	L
	• Basic Military Science		2 SH	L
	• Land Navigation and Tactical Operations		3 SH	L
	• Orienteering		1 SH	L
	(9/03)(10/07)			
M92	<b>MC-2204-0105 V02</b> <b>Marine Combat Training:</b> MCB Camp Lejeune, NC Upon completion of the course, the student will be able to perform as member of a provisional rifle squad.	28-DEC-2005		
	• Practicum In Basic Military Skills/Military Science		3 SH	L
	(9/03)(3/17)			

## 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](http://acenet.edu/militaryguide)). Additional data listed in the Guide may include related competencies or learning outcomes connected to each subject area.

JONESLOCKER, DAVY TEST

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### Military Experience

Occupation ID	ACE Identifier Title Description-Credit Areas	Dates Held	ACE Credit Recommendation	Level
NER-SR	<b>NONE ASSIGNED</b> <b>Seaman Recruit:</b> To assimilate recruits into the Navy way of life and to prepare them for further advanced training in specialized Navy occupations. • None	28-JUL-1987		
9502	<b>NEC-9502-003</b> <b>Instructor:</b> 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.  • Introduction To Teaching And Learning • Public Speaking	28-DEC-2002	3 SH 3 SH	L L
	(11/07)(11/07)			

## 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](http://www2.acenet.edu/credit) for credit recommendations.

College Level Test Scores							
College Level Examination Program (CLEP) & DANTES Subject Standardized Tests (DSST)							
Date Taken	Title	Recmd Hrs	Required by ACE	Student's Score	Sub Score1	Sub Score2	Verbal Score
29-MAR-2017	Introduction to Computing	3	400	414			

Exams taken after 31 October 2011 may have recommended college credit via the ACE National Guide. Go to <http://www2.acenet.edu/credit/?fuseaction=browse.getOrganizationDetail&FICE=190163> and look for your exam.

## 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.

### Other Learning Experiences

This section provides a record of the service member's learning experiences that do not have credit recommended for one or more of the following reasons:

- (1) Course has not been evaluated by ACE.
- (2) Class attendance dates were not recorded in the service member's record.
- (3) Course was not completed during the ACE evaluation period.
- (4) Course was not evaluated by ACE at this specific location.

Course ID	Date Taken	Title	Location	Reason
MMB	30-SEP-2005	Tan Belt	Marine Corps Air Station Futenma Okinawa, Japan	1
B-9E-1241	13-APR-2006	Naval Aviation Water Survival Program N12	Aviation Survival Training Center Pensacola FL	1
G CJ	05-JUL-2006	Survival Evasion Resistance and Escape (SERE) Lowery A	Landing Force Training Command PAC NAB Coronado, CA	1
WPZ	08-NOV-2006	KC-130 Aircraft Flight Mechanic	MCAS Cherry Point, NC	1
1381	08-NOV-2006	Math for Marines (CD)	Marine Corps Institute Washington, DC	1
1335C	14-MAY-2007	Fundamentals of Diesel Engines	Marine Corps Institute Washington, DC	3
J3ST-US171	19-SEP-2007	USFK Theater Specific Required Training	Joint Warfighter Center (JKDDC) Suffolk, VA	1
334L	24-OCT-2007	Food Service Fundamentals	Marine Corps Institute Washington, DC	1

## 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.



## SUMMARY

Name: COAST GUARD, TEST EXAMPLE		SSN: XXX-XX-XXXX			
ACE Exhibit Number	Military Course Number	Title / Subject	Date	Credit	Level
CG-2205-0035	566666	Recruit Training	01-JUL-2009		
		Basic Seamanship		1	L
		Military Science		2	L
		Personal Health And First Aid		1	L
		Physical Fitness And Conditioning		2	L
		Swimming		1	L
CG-1717-0010	230440	Senior Petty Officer Leadership and Management	03-JAN-1990		
		Leadership		3	L
CG-1405-0006	210160	Storekeeper, Class A	25-OCT-1991		
		Merchandise Procurement		1	L
		Office Procedures		1	L
		Supply Management		2	L
		Word Processing		1	L
CG-1728-0024	341291	Maritime Law Enforcement Instructor	28-FEB-1994		
		Instructional Methods or Teaching Methods		3	L
CG-1405-0012	500254	Centralized Shipboard Supply	19-OCT-2000		
		Materials Management Procedures Laboratory		1	L
NV-1606-0079	A-433-0022	Diver Second Class	22-MAR-2002		
		Advanced Scuba Diving		2	L
		Basic Scuba Diving		2	L
		Helmet/Deep Surface Supplied Diving		2	L
		Lightweight Surface Supplied Diving		2	L
		Underwater Cutting		3	L
		Underwater Ships Husbandry		3	L
NV-0803-0007	A-433-0025	Diver First Class	03-JUN-2002		
		Advanced Scuba Diving		2	L
		Diving Administration And Supervision		1	U
		Diving Medicine And Treatment		2	U

Level: V=Vocational Certificate L=Lower Division Baccalaureate/Associate Degree U=Upper Division Baccalaureate G=Graduate  
 This transcript represents credits RECOMMENDED by the American Council On Education (ACE) and is provided for your information and academic advisement, but is not an official component of the JST transcript.

\*\* PROTECTED BY FERPA \*\*

05/17/2019



## 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](http://www.goarmyed.com)) for information regarding their academic institution courses.



### ACADEMIC INSTITUTION COURSES

Name: [REDACTED]

SSN: XXXX-XX-XXXX

Course	Title	Start Date	End Date	Credits/ Unit	Level	Grade	Institution
NSCI110	Intro To Oceanography	29-OCT-2007	22-DEC-2007	3S	L	A	University of Maryland University College - Asian Division 3501 University Boulevard East College Park, MD 20783
GEOL198	Earthquakes	26-DEC-2007	18-JAN-2008	1S	L	A	University of Maryland University College - Asian Division 3501 University Boulevard East College Park, MD 20783
GVPT200	Intl Political Relations	21-JAN-2008	15-MAR-2008	3S	L	C	University of Maryland University College - Asian Division 3501 University Boulevard East College Park, MD 20783
LIBS150	Info Literacy Research Methods	21-JAN-2008	15-MAR-2008	1S	L	B	University of Maryland University College - Asian Division 3501 University Boulevard East College Park, MD 20783
MATH103	College Mathematics	21-AUG-2012	13-OCT-2012	3S	L	A	University of Maryland University College - Asian Division 3501 University Boulevard East College Park, MD 20783
HIST156	History United States To 1865	23-OCT-2012	15-DEC-2012	3S	L	A	University of Maryland University College - European Division 3501 University Boulevard East College Park, MD 20783
PSYC100	Introduction To Psychology	14-JAN-2013	10-MAR-2013	3S	L	A	University of Maryland University College - European Division 3501 University Boulevard East

### **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.

# AMERICAN COUNCIL ON EDUCATION

[www.acenet.edu](http://www.acenet.edu) | [militaryed@acenet.edu](mailto:militaryed@acenet.edu)

Resource Center: 866-205-6267 (toll free)

## WEB RESOURCES

### ACE Transcript Website

[www.acenet.edu/militaryprograms/jst](http://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](mailto: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](mailto:ETQC-SMB-RO@uscg.mil)

### JST OPERATIONS

<https://jst.doded.mil/jst>