Ordering Joint Service Transcripts from JST

Serves Army, Coast Guard, Marine Corps, and Navy: Active Duty, Reserve and Veterans

Navigate to the Joint Services Transcript (JST) transcript page.

https://jst.doded.mil/jst/

Step 1: Register an account with JST

- When you navigate to the URL listed above, in the sign-in section, navigate to the REGISTER button as shown:

-	USAFI/GED Transcripts	<
E	Sign in to JST	
	Username	
i i	Password Forgot Password	
	SIGN IN CAC LOGIN REGISTER	
	Life is worth living! with the set of your likeline, your likeline, Premer success Premer	

- After clicking REGISTER, you will be redirected to the following page, fill out all the necessary information in the boxes:

Failure to contact the correct	ervice branch, may cause a delay in response time.	
Branch*		
Username*		
E-mail Address*		
SSN (no dashes)*		SHOW
Last Name*		
First Name*		
Date of Birth*	DD-MMM-YYYY	
Create a Password*		SHOW
Confirm your Password*		SHOW
* This field is required.		
New password must be at leas	t fifteen (15) characters long and contains a mixture of at least	

- After registering, you will be redirected to the home page of your JST account:

rto JST! JGIN:
My Inquiries Do you need assistance, or need corrections made to your records? Open an Inquiry for our staff. MY INQUIRIES
血
Degree Pathways Find degrees and schools that your military training and experience qualify you for.

Step 2: Order Official JST Transcript

On the same home page screen, navigate to the green box labeled MY TRANSCRIPT. From there, select on the SECOND box labeled REQUEST OFFICIAL JST. You will be redirected to this screen:

	t Services Transcript						Lopez, Ca	irlos
me	e → Transcript Requ	iests						
Of	fficial JST Requests							
	School Search							
Of	ficial JST Requests							
	Requested Date	School	<u>Delivery</u> <u>Method</u>	<u>School</u> ID	<u>User</u>	Date Viewed	Org/School POC	
1	Requested Date 20-Apr-2020	<u>School</u>	Delivery Method On-Line		User	Date Viewed	Org/School POC Todd	÷
1	Requested Date ▼ 20-Apr-2020 15:20 PM	School	Delivery Method On-Line Delivery	School ID	User	Date Viewed 21-Apr-2020 7:58 AM	Org/School POC Todd Zimmerman	â
1	Requested Date 20-Apr-2020 15:20 PM	School	Delivery Method On-Line Delivery		User	Date Viewed 21-Apr-2020 7:58 AM	Org/School POC Todd Zimmerman	Î
1	Requested Date ~ 20-Apr-2020 15:20 PM	School	On-Line Delivery	School ID	User	Date Viewed 21-Apr-2020 7:58 AM	Org/School POC Todd Zimmerman	ŝ
1	Requested Date	School	Delivery Method On-Line Delivery		User	Date Viewed 21-Apr-2020 7:58 AM	Org/School POC Todd Zimmerman	8

- On the box that says SCHOOL SEARCH, type in the school you are attending (EX. NAPA VALLEY COLLEGE)
- You will be asked to confirm the selection of the school and will need to checkmark a box. After this step, you are complete.

OPTIONAL: Grab a copy of your JST

- On the same home page screen, navigate to the green box labeled MY TRANSCRIPT. From there, select from the FIRST box labeled DOWNLOAD MY JST. You will have the option to choose from 4 different ways to obtain your JST. Select the one that better coincides with you. You will be redirected to a preview screen with a pdf file containing your JST, here is an example of an JST:

LOPEZ, CARLOS

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JOINT SERVICES TRANSCRIPT							
	STATES MARTIN						
		UNOFFICIAL	ŧ				
Name: SSN: Rank: Status:	LOPEZ, CARLOS		Transcript Sent To: LOPEZ, CARLOS				
		Military Courses					
Military Course ID	ACE Identifier Course Title Location-Description-Credit Areas	Dates Taken	ACE Credit Recommendation	Level			
808	MC-2204-0088 V03 Recruit Training Master FY11: Upon completion of the course, th conduct physical fitness training; a	apply casualty care; apply land navigation to iques; and apply self-defense skills.	echniques;				
	 First Aid Land Navigation Marksmanship Physical Fitness Self-Defense 		1 SH 1 SH 3 SH 3 SH 1 SH	L L L L			
M92	MC-2204-0105 V04 Marine Combat Training (MCT) Various Training Locations US	to to					
	This course provides students with Orienteering 	the ability to perform as b	asic riflemen in a combat environment. 3 SH	L			