How to Transfer Credits:
Visit Joint Services Transcript website: [https://jst.doded.mil/smart/signIn.do](https://jst.doded.mil/smart/signIn.do)

1. Register for a JST account or login using CAC credentials
2. Click on the “Transcripts” tab at the top of the page, then click the “Official Transcript Request” tab.
3. Type in institute name (Hamline University) and click search
4. Follow remaining prompts to complete transcript request

Transcripts will be emailed to the Transfer Articulation Coordinator. Upon receipt of transcript, they will be evaluated for transferable credits and you will be notified via email once the evaluation is complete.

Basic Transfer Policies:
- Courses must be college level and relevant to a liberal arts degree
- Military credits are transferable up to a limit of 32 semester credits if the course content is suitable for a liberal arts program

Contact Information:
Transfer Articulation Coordinator
Transferarticulation@hamline.edu