Steps to Ensure Timely John Jay Graduation and Smooth Transition to Employment

1) Apply for VA Education Benefits and confirm status with Certifying Official

2) Meet an Academic Advisor at the Academic Advisement Center for General Education Requirements

3) Meet a major advisor at the Academic Department for courses in your major

4) Locate your Joint Service Transcript (JST)

5) Check your Degree Audit online

6) Begin planning for your internship and job search

7) Arrange study support as needed

ON FACEBOOK: https://www.facebook.com/JJCVeteransAffairs

Office of Military and Veteran Services
John Jay College of Criminal Justice
229 Haaren Hall
524 West 59th Street
New York, NY 10019
Phone: (212) 484-1329
Fax: (212) 621-4108
Website: http://www.jjay.cuny.edu/military-and-veteran-services

Military & Veteran Services Manager:
Richard (Dick) Pusateri
Captain, US Navy retired
(212) 484-1329
rpusateri@jjay.cuny.edu

Veteran Certifying Official:
Chrissy Pacheco
BMW Building, 6th Floor
Financial Aid, Suite 607
(212) 237-8153
cpacheco@jjay.cuny.edu
Applying for your VA benefits
The quickest and easiest way to apply for the first-time use of your VA Educational Benefits is to apply online at: https://www.va.gov/education/how-to-apply/#modal
After you have completed your application, register with eBenefits so you can track the status of your payments. You can also access your DD214 and other records which need to be submitted to the school.
https://www.ebenefits.va.gov/ebenefits/apply

Coordinate with the Certifying Official
Contact the Certifying Official after enrollment to ensure you receive your VA, state and/or military benefits in a timely manner.

Chrissy Pacheco
Financial Aid, BMW Building, 6th Floor
Suite 607
(212) 237-8153
cpacheco@jjay.cuny.edu

Provide Ms. Pacheco your DD214 and VA benefits letter (mailed copy or from ebenefits), and our John Jay certification form (download at: https://jstop.jjay.cuny.edu/forms/VA%20Enrollment%20Certification%20Form.pdf)
If you’ve used your VA education benefits previously, you’ll need to provide Ms. Pacheco VA Form 22-1995 (https://www.vba.va.gov/pubs/forms/VBA-22-1995-ARE.pdf) to transfer your benefits to John Jay.
Ms. Pacheco is available for drop-in assistance 9 AM-5 PM, Monday-Friday:
For appointments after 5 PM or other times, phone or email Ms. Pacheco.

VA Education Hotline
888-GIBILL-1 (888) 442-4551

Academic Advisement Center
All new Freshman, Transfer and Readmitted veteran students need to meet with an academic advisor to track your degree progress and to understand all of the pieces of your education, including:
* transitioning to university life
* understanding the structure of your bachelor's degree and graduation requirements
* understanding your credit evaluation (JST and other college credits)
* selecting the major/minor that prepares you for the Career you Desire!
* selecting appropriate courses to ease your certification with the certifying official
* creating a semester by semester academic plan
* utilizing online advisement tools (CUNYFirst and DegreeWorks)

Hugo Monroy-Caceres
Academic Advisement Center
Room L.73.04NB
(212) 621-4106
Hmonroy-caceres@jjay.cuny.edu

Vicky Qiu
Academic Advisement Center
Room L.73NB
(212) 621-4070
Vqiu@jjay.cuny.edu

Make an appointment with the veteran advising team on advisortrac, call or stop by the office
http://www.jjcadvisortrac.jjay.cuny.edu

Transfer Military Service into Credit
Your Joint Service Transcript will be evaluated by the Office of Testing and Evaluation L.71NB (212) 237-8108.
* Retrieve your JST online at: https://jst.doded.mil/official.html
* After you request your JST, inform them it’s coming at their office or by emailing them at: testing@jjay.cuny.edu
* Evaluation of the JST grants you military experience credit that can be used for electives

Career and Internship Planning
It’s never too early to prepare for your post-graduate career through valuable internship experiences, job searches, and resume support.

Prem Sukhan, Associate Director and Veterans’ Liaison
Center for Career & Professional Development L.72.21NB
(212) 237-8437
psukhan@jjay.cuny.edu
Make an appointment online, call or stop by the office
http://www.jjay.cuny.edu/Career-services

Classroom and Study Support
Veterans with special needs may register to receive supportive services such as extended time on exams, note-taking services, separate testing and/or other accommodations, and other program support.

Gizele Terry
Office of Accessibility Services L.66.01NB
(212) 393-6405
gterry@jjay.cuny.edu

Math and Science Resource Center, room 01.94NB
Email: msrc@jjay.cuny.edu
Phone: 646-557-4635

Writing Center, room 1.68NB
Information: 212-237-8569

Track your degree progress
Log into CUNYFirst and select
DegreeWorks - Online Advisement System
You can view grades, credits, and courses needed for graduation. This is supplemental to meeting with an Academic Advisor, and does not take the place of formal advisement or speaking with the Chair of your major’s department.