

JOINT SPECIAL OPERATIONS UNIVERSITY



JOINT SPECIAL OPERATIONS UNIVERSITY

7701 Tampa Point Blvd., Bldg. 5200, MacDill AFB, Fla., 33621
jsouadmissions@socom.mil
jsou.edu | 813.826.3586



CONNECT WITH US!



STUDENT HANDBOOK 2027



JOINT SPECIAL OPERATIONS UNIVERSITY
STUDENT HANDBOOK

2027

Joint Special Operations University is located on
MacDill Air Force Base, Tampa, Fla.



TABLE OF CONTENTS

2027

About JSOU	2
Arrival and Departure	4
General Information	6
FAQs	15
Important Phone Numbers	16
MacDill Air Force Base Facilities	17
MacDill Air Force Base Map	17
Campus Map	18
History	2
Mission	3
Reporting Instructions	5
Parking	5
In-Processing	5
Security	5
Identification Badges	5
Out-Processing	5
Website	7
Location	7
Hours of Operation	7
Academic Year Calendar	7
Courses	8
Grading Scale	8
Transcripts	9
Course Materials	9
Ethical and Professional Behavior	9
Copyright/Plagiarism	10
Non-Attribution Policy	10
AI	10
Services for Students with Disabilities	11
Student Complaints	11
Grievance Procedures	12
Dress Code	12
Smoking	12
Weapons	12
U.S. Government-Furnished Equipment	12
USSOCOM Library	13
Education Outreach Center	13
Articulation Agreements & Education Outreach	14
FAQs	15
Important Phone Numbers	16
MacDill AFB Facilities	17
MacDill On-Base Lodging	17
MacDill Recreation	17
MacDill Services	17
Campus Map/Directory	18-19
Student Café	19

The JSOU lobby, at left, and the courtyard entrance.



History

In September 2000, under the leadership of the United States Special Operations Command (USSOCOM) Commander, Army General Peter Schoomaker, the Joint Special Operations University (JSOU) was established as an institution of higher learning. Since its founding, JSOU has strived to provide the highest quality of joint special operations forces (SOF) leadership education at both the operational and strategic levels. JSOU provides resident, mobile education team (MET), distance learning (DL), and professional military education (PME) courses to the joint SOF community. University faculty members also support senior and intermediate-level PME programs and the emerging educational requirements of numerous U.S., interagency, and international organizations.

ABOUT JSOU

JSOU Mission

JSOU provides relevant joint special operations peculiar (SO-P) education programs that strengthen the SOF enterprise's impact on the joint force and the Nation.



The Joint Special Operations Forces Senior Enlisted Academy auditorium is just one of several lecture halls, seminar rooms, and classrooms on campus.



ARRIVAL AND DEPARTURE

Reporting Instructions

Students should report to JSOU 30 minutes prior to the class start time. Building doors open at 0700.

Parking

Parking is available on campus in the main JSOU parking lot (north end of the building) in designated student parking spaces. The last two rows of the parking lot are reserved for staff members. All other parking is available on a first-come, first-served basis to all visitors. For those staying at base lodging, it is highly recommended that you keep your car parked in the hotel lot and walk to the JSOU campus.

In-Processing

The JSOU Security Office or the instructor of record for the course will assign student identification (ID) badges at check in. All in-processing requirements will be done on the first day of class.

Security

For questions about security and badging, please contact the JSOU Visitor Control Center at jsou-vcc@socom.mil.

Identification Badges

Students and visitors are required to wear JSOU-issued ID badges displayed above the waist and visible at all times. Students must have a valid government-issued ID to receive a student badge. Students should remove and safeguard their badges while off campus.

Out-Processing

On the last day of class, all students with an assigned JSOU badge will be required to return the badge to the instructor of record or the Security Office. Students will receive a certificate upon completion of the course.

The USSOCOM Library is located just inside the JSOU lobby.



GENERAL INFORMATION

2027

Website

For complete course listings and general information, visit us online at <https://www.jsou.edu/>

Location

JSOU is located at 7701 Tampa Point Blvd., Bldg. 5200, MacDill Air Force Base (AFB), Tampa, FL, 33621.

Hours of Operation

Normal business hours are 0700-1630 (Eastern time), Monday through Friday. This includes administrative and instructional hour availability.

Academic Year Calendar

Academic Year Begins	1 Oct
Columbus Day	Closed
Veteran's Day	Closed
Thanksgiving Day	Closed
Christmas Day	Closed
New Year's Day	Closed
Martin Luther King Jr. Day	Closed
Presidents' Day	Closed
Memorial Day	Closed
Juneteenth, National Independence Day	Closed
Independence Day	Closed
Labor Day	Closed
Academic Year Ends	30 Sept

Resident Courses

Students are considered to be at their place of duty/work while attending resident courses. Therefore, they are expected to be on time and attend 100 percent of the course unless the instructor of record grants an exception. Exceptions are approved on a case-by-case basis. The instructor of record will determine if the student meets graduation requirements. Sick leave may be authorized when a hospital/doctor certifies a student's absence from class for incapacitation due to illness or injury. It is the student's responsibility to notify the instructor of record of any medical condition that will prevent them from attending the course. Extended absences could result in dismissal from the course.

Blended Courses

Students in blended courses will access the distance learning portion of the course and attend the resident portion as outlined in the course syllabus. It is expected that all requirements of the online portion of the course will be met no later than the start day of the resident portion unless an earlier completion date is specified in the syllabus.

Distance Learning Courses

A fully online course requires no physical 'seat time' at the JSOU campus (or any other course location) and generally allows

students to access course materials and participate in assigned activities as their schedules permit. However, students must meet deadlines and must complete all course requirements in the time specified in the course syllabus.

GRADING SCALE

ALL JSOU COURSES
WILL BE BASED ON
A 100-POINT SCALE
OR PASS/FAIL.

90-100 = A (Excellent)

80-89 = B (Good)

70-79 = C (Average)

.....

69 and below = Fail

Pass = 70 and above

Fail = Did not meet course
requirements

Virtual Courses

Virtual courses are offered synchronously via a commercial, NIPR, or SIPR video and audio-conferencing platforms, depending on the classification level of the course. Students and instructors meet at a specified time during the established course period.

Transcripts

Transcripts reflect a student's course completions contained in the Student Information System. JSOU can only guarantee official and unofficial student transcripts for courses taken at JSOU since the establishment of JSOU on MacDill AFB in Academic Year 2011. If a student completed a course before AY11, a transcript might not be available as the records may no longer exist. However, JSOU will attempt to assist students when feasibly possible in determining JSOU course completions prior to AY 2011.

The Student Transcript Request Form is available on the JSOU website at: www.jsou.edu. Completed transcript request forms may be sent via email to jsouadmissions@socom.mil. JSOU will not release a student transcript to a third party without the consent of the student. Student transcripts will display all courses attempted and completed. Requests may take 4-6 weeks for processing.

Course Materials

The course director will issue all required course materials on the first day of class.

Ethical and Professional Behavior

Students are expected to adhere to the ethical and professional standards associated with their professional duties (both military and civilian) and JSOU's academic standards. Students found in violation of academic and/or professional misconduct will be subject to dismissal from the course/program they are attending and discipline from their chain of command.

Copyright/Plagiarism

JSOU complies with United States copyright law (Title 17, USC), which protects the rights of authors (or the copyright holder) to control the reproduction, distribution, performance, or display of original intellectual and creative works, both published and unpublished, which have been fixed in a tangible medium. Plagiarism entails appropriating the literary composition of another, parts or passages of their writings, and/or the ideas or language of the same and intending to pass them off as the product of one's mind. An example is copying verbatim, without quotation marks, with the intent to claim the material as one's work without giving credit to the author. The intent is established based on consideration of all circumstances and evidence presented. The correct method for giving credit to a source in a written work is to use quotation marks and an accompanying footnote or citation. In the case of oral presentations, credit must be given for using or paraphrasing direct quotes. Instructors will provide students with the appropriate style guide to utilize for citing research sources. Plagiarism is grounds for dismissal from a course or program.

Non-Attribution Policy

In the interest of complete, candid, and useful educational discussions, JSOU has a non-attribution policy. This means that faculty and students are not to be identified later in outside venues regarding their frank substantive comments in the classroom, including the virtual environment. The goal of free and open discussion of subjects that are challenging and fraught with controversy are vital to critical thinking and solving cutting-edge complex problems.

Artificial Intelligence

The JSOU copyright and plagiarism guidance protects original and creative works, both published and unpublished, which have been fixed in tangible medium. It is unacceptable to submit generative AI as one's own work without properly marking or attributing the work to the original source. Students must properly cite generative AI in accordance with the guidelines outlined in the course syllabus. Failure to properly attribute generative AI will be considered plagiarism and is grounds for dismissal from a course or program. Students are responsible for ensuring the integrity and creditability of the information when using generative AI tools, verify AI output with credible sources, and cite the credible sources not the generative AI. Generative AI tools' methodologies used in research should be accredited and properly documented in one's work.

Students should not input Controlled Unclassified Information (CUI), personally identifiable information (PII), classified information, or any restricted information into generative AI tools.

Services for Students with Disabilities

JSOU fully supports and complies with the Americans with Disabilities Act (ADA) Policy. We endeavor to provide students, employees, and the community an opportunity for success with as few deterrents as possible. We strive to create a welcoming environment and will work in good faith to provide reasonable accommodations for students with special needs.

Students are encouraged to make their instructors aware of any special accommodations they may require to be successful in their classes. Instructors have the authority to make reasonable accommodations in their classrooms. Prospective students are encouraged to contact the Admissions Department via phone at (813) 826-3586 or via email at jsouadmissions@socom.mil if assistance is required in applying for admission or registering for courses.

Student Complaints

Students must discuss complaints with the responsible faculty member within three days of the occurrence of the issue. The student must bring all supporting materials (e.g., handouts, text, or class notes) to this informal meeting and must be prepared to openly discuss all aspects of the complaint. In the event this meeting does not resolve the issue, the student must schedule an appointment with the Dean of Academic Affairs within a month. During this meeting, the student must present, in writing, all issues in question. To aid the Dean of Academic Affairs in rendering a fair and equitable decision, the student must be prepared to provide all supporting materials. The complaint must include information regarding the action the student is appealing and any related mitigating circumstances. The Dean of Academic Affairs will act on all student complaints and provide a written response to the student within 10 business days of receipt of the written request. Joint Special Operations Forces Senior Enlisted Academy students will follow the student complaints process outlined in the Student Handbook.

To contact or schedule a meeting with the Dean of Academic Affairs, email socom-jsou-vp-epia-dl@socom.mil.

Grievance Procedures

After following the above student complaint procedures, if the student is not satisfied with the decision by the Dean of Academic Affairs, the student may elect to file a written grievance with the Accrediting Council for Continuing Education and Training (ACCET). The grievance should include all information deemed pertinent for final disposition of the matter. ACCET can be contacted at 1722 N. Street NW, Washington, DC, 20036.

Telephone: (202) 955-1113. Information/website: www.accet.org.

Dress Code

For all courses, military students may wear any official uniform combination, to include any combination of dress uniform, flight suits, or battle dress uniform. Civilian personnel should wear conservative, professional casual attire (e.g., slacks, open collar shirts, dresses). Jeans, shorts, T-shirts, athletic wear, sneakers, flip-flops, and other very casual types of attire are not authorized.

Smoking

Smoking, to include smokeless tobacco, is not permitted on campus outside of the designated areas. E-cigarettes are not permitted inside the facility. Please treat e-cigarettes as a tobacco product and use in the designated smoking areas.

Weapons

The possession of weapons on base is regulated by federal law, and unless authorized, students cannot bring firearms on the installation. For more details, please contact Security Forces at (813) 828-3322.

U.S. Government-Furnished Equipment (GFE)

Per JSOU Policy 15, U.S. Government Furnished Equipment, dated 25 January 2019, U.S. Government-owned mobile devices and computers capable of Wi-Fi connectivity (e.g., BlackBerrys, laptops, notebooks, netbooks, and tablets) are authorized on the JSOU campus. All devices must be in airplane mode. No portable electronic devices (PED) are allowed in the sensitive compartmented information facility (SCIF), and no personal electronic devices (e.g., cell phones or smart watches) are authorized inside the building at any time. No unattended bags are allowed in the courtyard or atrium.

USSOCOM Library

The USSOCOM Library is an unclassified SOF-focused library and has the dual mission of serving as a command library to the USSOCOM enterprise and as an academic library for JSOU. JSOU students have access to print and online collections and resources, and may use designated library space to advance scholarly inquiry, research, and academic endeavors.

Upon JSOU course registration, students are permitted to request library access via library@jsou.edu or jsoulibrary@socom.mil. Students in the USSOCOM enterprise may renew their account annually.



Learn more



Borrow e-books
and e-audiobooks

Education Outreach Center

The Education Outreach Center exists to support the SOF community in their efforts to further their civilian education and to enhance their professional knowledge and abilities. Our academic advisors can assist each SOF member as they navigate their educational journey and help prepare them for academic success. Specifically, the Education Outreach Center can assist students with exploring bachelor's and master's degree programs; reviewing military transcripts, college education, and experience to informally assess transferable college credit; selecting degree programs that are compatible with professional and personal goals; developing academic roadmaps; and providing persistent, tailored academic support. The intent is that through tailored advice, more SOF enlisted personnel will achieve an educational milestone that supports the USSOCOM Commander's commitment to educating SOF.

The Education Outreach Center can be reached via phone at (813) 826-4246 or via email at jsouadmissions@socom.mil.

Articulation Agreements and Education Outreach

To facilitate the transfer of creditable college coursework taken at JSOU to degree-granting institutions, JSOU has formal arrangements with regionally accredited colleges and universities to include Excelsior University, George Washington University, New England College, Norwich University, The University of Alaska-Fairbanks, Bellevue University, University of Incarnate Word, Arkansas State University, Indiana Wesleyan University, and the University of Charleston, WV.

Reference the JSOU home page at jsou.edu or contact the Education Outreach Center to obtain the most recent list of schools and agreements. Each of these schools has matched required courses in specific degree programs they offer to equivalent courses offered at JSOU.



FAQS

Q HOW DO I REGISTER FOR MY COURSE(S)?

A You can create your student profile and log in to your account here: www.jsou.edu. Once you create a profile, two emails with your student number and password will be sent to the email addresses provided. Students must be logged into their profile to register for courses. Students must be registered via the JSOU Registration and accepted into any course requiring E-Campus access.

Q WHO DO I CONTACT ABOUT JSOU PROFILE CREATION AND LOGIN ISSUES?

A jsou.helpdesk@jsou.edu or (813) 826-3586.

Q WHEN I CLICK ON A COURSE NAME ON MY JSOU PROFILE, IT DOES NOT OPEN MY COURSE. IS THE LINK BROKEN?

A The link to the student's JSOU E-Campus classes will be provided upon acceptance to a course. As this is a separate location, the JSOU profile does not link to it.

Q WHAT DO I DO IF I BECOME SICK/REQUIRE MEDICAL ATTENTION WHILE ATTENDING CLASS?

A If you are experiencing a medical emergency, call 911. For non-emergencies: please e-mail your course instructor that you will not be in class.

Q HOW DO I WITHDRAW FROM A COURSE?

A Contact the Admissions Office at jsouadmissions@socom.mil

Q WHO DO I CONTACT IF I AM RUNNING LATE FOR CLASS?

A Contact Student Services at (813) 826-3586.

FAQS

Q IF SOMEONE NEEDS TO CONTACT ME DURING THE COURSE, WHAT NUMBER SHOULD THEY CALL?

A They should call Student Services at (813) 826-3586. A message will be delivered to the student as soon as possible. If there is an emergency, the student will be pulled out of class immediately.

Q HOW DO I REQUEST COLLEGE TRANSCRIPTS?

A Submit an electronic request located on the *jsou.edu* homepage under Transcript Request. Requests may take 4-6 weeks for processing.

Q WHO DO I CONTACT IF I AM STRUGGLING ACADEMICALLY?

A Contact the Course Director for the course you are attending to discuss academic issues.

For a more extensive list of FAQs, go to www.jsou.edu/FAQ

IMPORTANT PHONE NUMBERS

**OFFICE OF THE
REGISTRAR**
M-F 0700 – 1600
(813) 826-2398

.....

STUDENT SERVICES
M-F 0700 – 1530
(813) 826-3586

.....

USSOCOM LIBRARY
M-F 0800 – 1600
(813) 826-4663

MACDILL AIR FORCE BASE FACILITIES

MacDill AFB Map

<https://www.macdill.af.mil/Portals/26/BaseMap%201%20Jan%2026.pdf>

Lodging

It is the student's responsibility to make arrangements for lodging while attending courses at JSOU.

ON-BASE LODGING

MacDill Inn

7637 Bayshore Blvd., Bldg. 350 MacDill AFB, Fla., 33621

Main: (813) 828-4259 | DSN: 968-4259

Email: MacDill.inn@us.af.mil

<https://macdillfss.com/macdill-inn/>

The MacDill Inn, adjacent to JSOU, is the preferred lodging facility while attending JSOU courses. It is open 24 hours a day. Check-out time is 1200 firm. Contact the lodging manager to make other arrangements if your schedule does not meet the required checkout time. The on-base lodging office will issue non-availability statements when needed. Please be aware that on-base lodging is limited for visiting families.

Unless your family member(s) is/are attending the school in an official capacity and on official orders, lodging is not required to be provided for them. For off-base hotel options, visit:

<https://military-hotels.us/florida/macdill-afb-fl.html>

MacDill Services Director..... <https://macdillfss.com/directory/>

MacDill On-Base Dining Options.. <https://macdillfss.com/eat-drink/>

MacDill Recreation Options... <https://macdillfss.com/recreation/>

MacDill Services Options..... <https://macdillfss.com/services/>

JSOU DIRECTORY

- JSOU Classrooms, Eagle Claw Auditorium, Collaboration Rooms
- Student Services, Faculty & Staff
- Enlisted Academy
- Command Suite
- Facilities
- All Classrooms, Collaboration Rooms
- USSOCOM Library, USSOCOM Historian, Education Outreach
- Cafe, Restrooms, Terrace

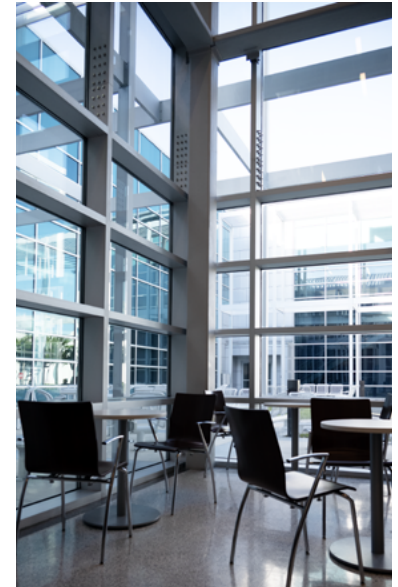


1ST FLOOR

CAMPUS MAP

STUDENT CAFÉ

The Student Café includes a refrigerator, microwave, coffeemaker, and vending machines. Coffee and tea are for sale on an honor system. Vending machines are cash only. Drinks with lids may be brought into the classroom. Please clean up and properly dispose of your trash.



2ND FLOOR



ACCET 
AN ACCET-ACCREDITED
INSTITUTION

