

Last Name Only:
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**Privacy Sensitive - any misuse or unauthorized access may result in disciplinary action.**

**RETURNING STUDENT APPLICATION**

**I. THIS CHECKLIST IS REQUIRED TO BE THE FIRST PAGE OF THE APPLICANT PACKAGE, AND MUST BE SIGNED BY THE STUDENT APPLICANT AND THE PI.**

**Provide address at school and permanent address as well (if different)**

Student Name: \_\_\_\_\_

School Address: \_\_\_\_\_ Permanent Address: \_\_\_\_\_

Phone Number (Cell): \_\_\_\_\_ Phone Number: \_\_\_\_\_  
(Landline or Permanent): \_\_\_\_\_

Student School Email Address: \_\_\_\_\_

Alternate Email Address: \_\_\_\_\_

**ALL RETURNING IASP SCHOLARS MUST ANSWER ALL QUESTIONS**

ACTIVITY/QUESTION	ITEM INCLUDED / ANSWER (Y/N)	STUDENT INITIALS	P.I. INITIALS
Official Transcript(s) Provided:			
Cumulative GPA – provide score in next column <i><b><u>GPA MUST match transcripts. (No Rounding)</u></b></i>			
ANTICIPATED <u>FINAL</u> GRADUATION DATE	Month /Year _____/20____		
RESUME – Package will be deemed incomplete without one attached			
1 - Letter of Reference Attached:			
OF612 Supplemental Information Chart			

**ATTACHMENT D**

Last Name Only:
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Student Signature: \_\_\_\_\_

Student Printed Name: \_\_\_\_\_

P.I. Signature: \_\_\_\_\_

P.I. Printed Name: \_\_\_\_\_

## II. Supplemental Information

A. Applicants for the IASP must provide certain information about their academic standing to enable a review of academic sufficiency by the appropriate National Center of Academic Excellence in Information Assurance Education or National Center of Academic Excellence – Research, hereinafter referred to as CAEs. This section contains the required supplemental information requirements. You MUST provide ALL of the information required below to receive full consideration. You must obtain and attach certain additional materials to this statement for it to be deemed complete. **All information and material that you attach to this statement shall become part of your Application for Federal Employment.**

B. Provide complete responses to all information requirements, as applicable to you, and attach the additional documents required. Sign and date this statement in the area provided.

Beginning in the **FALL** of Academic Year 2011-2012,

I will enter the following: \_\_\_\_\_

Declared Major (and minor if applicable) is: \_\_\_\_\_

Number of credits earned to date: \_\_\_\_\_ Number of credits required for graduation: \_\_\_\_\_

Academic Advisor's name and email address: \_\_\_\_\_

C. You must attach one (1) Letter of Reference to from a current faculty member [or a most current faculty member]. The letter must contain the name, position or title, telephone number, email address, and institutional or organizational address of the referee. **In addition, you must request that the referee refer to and address the following factors:**

1. The relationship of the referee to you. (The referee states whether the information is based on an academic or employment relationship.)
2. The length of the relationship. (The referee states how long he or she has known you.)
3. An assessment of your potential for academic success and fulfillment of degree requirements. (Advise your referees that your college or university will base a determination of your academic sufficiency, in part, on the letters of reference that you submit.)
4. An assessment of your knowledge and ability listed in Attachment C, section 6, page 5 and 6.

**D. By signing this supplemental statement, I acknowledge that the information given above is true and correct:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**E. OF612:****OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT SUPPLEMENTAL  
STATEMENT OF GENERAL ACADEMIC  
AND  
EMPLOYMENT CONDITIONS**

To be considered for the Information Assurance Scholarship Program (IASP), you must agree to certain academic standards and conditions of employment. This OF612 supplement describes those conditions. Read this statement carefully, and indicate your elections, where appropriate. When you understand all of the conditions completely, and agree with all of them, sign and date the statement, and include it with your Resume and OF612 Supplemental information.

- 1) In order to receive financial assistance (a scholarship) or appointment under the Information Assurance Scholarship Program, you must be enrolled (or accepted for enrollment) at one of the institutions of higher education designated by the National Security Agency (NSA) and Department of Homeland Security (DHS) as National Centers of Academic Excellence in Information Assurance Education or National Centers of Academic Excellence – Research, hereinafter referred to as CAE, or enrolled (or accepted for enrollment) in an institution selected by a CAE as a collaborating partner in the Information Assurance Scholarship Program.
- 2) In order to receive financial assistance (a scholarship) or appointment under the IASP, the CAE at which you are enrolled (or accepted for enrollment) must submit a successful grant proposal to the DoD to establish the IA scholarship program on their campus.
- 3) In order to receive financial assistance (a scholarship) or appointment under the IASP, you must be enrolled (or accepted for enrollment) in a full-time program<sup>1</sup> leading to an undergraduate or master's degree, a graduate certificate or doctoral degree, and pursuing a course of study and/or have a declared major in one of the scientific, technical or managerial disciplines related to computer and network security, with a concentration in an information assurance function. (In accordance with 5 CFR 213.3202(b)(2), an individual who needs to complete less than the equivalent of half an academic course load in the class enrollment period immediately prior to graduating is still considered a student for purposes of this program.)
  - For these purposes, the scientific, technical and managerial disciplines related to computer and network security are:
    - i. Biometrics
    - ii. Business:
      1. Management
      2. Administration
      3. Process Analysis
    - iii. Computer:
      1. Crime Investigations
      2. Engineering
      3. Forensics
      4. Information Science
      5. Information Systems
      6. Programming

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<sup>1</sup> If a student is applying for only one half of a school year (or graduates 1 semester early), that student shall only receive half the stipend amount. The stipend is based upon an annual full-time attendance at the University. Students planning to graduate in December 2012, or December 2013, must be clearly identified (**for placement purposes**).

**ATTACHMENT D**

- 7. Science
  - 8. Systems Analysis
  - iv. Critical Information Infrastructure Assurance
  - v. Cyber:
    - 1. Operations
    - 2. Security
    - 3. Policy
  - vi. Cryptography
  - vii. Database Administration
  - viii. Data Management
  - ix. Digital and Multimedia Forensics
  - x. Electrical Engineering
  - xi. Electronics Engineering
    - i. Information Assurance:
      - 1. Systems and Product Acquisition
      - 2. Training, Education and Management
  - xii. Information Security (Assurance)
  - xiii. Information Systems
  - xiv. Information Technology:
    - 1. Acquisition
    - 2. Program/Project Management
  - xv. Mathematics
  - xvi. Network Administration and Operations
  - xvii. Network Management
  - xviii. Operation of Computer Emergency Response Teams
  - xix. Software Engineering
  - xx. Systems Security Engineering
    - ii. Threat and Vulnerability Assessment, to include Risk Management
    - iii. Web Security
  - iv. And other similar disciplines as approved by the DoD Chief Information Office (DoD CIO).
- 4) If you are an undergraduate student, you must maintain an overall 3.2 out of a 4.0 grade point average (or an analogous rank based on a comparable scale) in order to receive financial assistance (a scholarship) under the IASP. If you are a graduate student, you must maintain an overall 3.5 out of a 4.0 (or an analogous rank based on a comparable scale) in order to receive financial assistance (a scholarship). Failure to maintain these minimum grade point averages constitutes grounds for immediate termination of financial assistance and your appointment under the IASP. **Additionally, if you fail to complete the degree program satisfactorily or to fulfill the service commitment upon graduation, you shall be required to reimburse the United States, in whole or in part, the cost of the financial (scholarship) assistance provided.**
- 5) Except for small achievement awards (not to exceed \$3,000 in any academic year), you may not accept simultaneous remuneration from another scholarship or fellowship while receiving financial assistance under the IASP. If you are in a graduate program, you may receive a reasonable amount of remuneration for teaching or similar activities as are, in the institution's opinion, contributory to your academic progress. Except where state or local law, court or proper administrative order declares otherwise, the DoD shall assume that the development of students, not service to the academic institution, will govern the assignment of these activities.
- 6) In order to receive financial assistance (a scholarship) under the IASP, you must agree to accept a federal appointment under the authority to employ individuals completing Department of Defense Scholarship or Fellowship Program, or another hiring authority. You may be appointed under this program as a GS-5, GS-7, GS-9, or GS-11 based on your qualifications, and the needs and conditions of the appointing defense component. During your period of service under this appointment, if timing permits, you must accept and perform intern assignments designed to enhance your academic studies in information security. These

assignments will be scheduled at times mutually agreeable to you, your school, and the DoD component that appoints you

- 7) In order to receive financial assistance (a scholarship) under the IASP, you must agree to work for the DoD, after the award of your degree, as a civilian\* employee for one calendar year for each academic year, or partial year, for which financial assistance (scholarship) is received.
- \*See paragraph 8 for terms of military service, should you desire this option. This requirement is called “obligated service”. The work you may perform during an internship DOES NOT COUNT toward satisfaction of your obligated service requirement.
- 8) Should you desire to enlist or accept a commission to serve on active duty in one of the Military Services<sup>2</sup>, you must incur a service obligation of a minimum of 4 years on active duty in that Service upon graduation. The Military Services may establish a service obligation longer than 4 years, depending on the occupational specialty and type of enlistment or commissioning program selected. If you are interested in military service as a means to meeting your obligated service requirements, please indicate this in Section 10 of this application.
- 9) In order to receive financial assistance (a scholarship) or appointment under the IASP, you must agree to be mobile. Upon appointment, you will be required to sign an agreement to accept assignments that involve travel or changes in duty stations, assignments in different organizations, assignments in different functional areas, and assignments in different geographic areas, during your internship, if applicable, AND during your incumbency of any permanent, full-time position to which you are converted on program completion. Your travel under this agreement, and the travel of all DoD civilian employees, is governed by the Federal Travel Regulations and the DoD Joint Travel Regulations. These regulations provide for travel benefits, and pay or reimbursement of your travel expenses, on an incidental, case-by-case basis; it is not possible to specify your exact entitlement to travel benefits at this time.
- 10) The DoD **does not guarantee** that your preferences for agency assignment (or location) under the IASP, or in a permanent position to which you are subsequently converted, can be honored. Your preferences will be taken into account, along with all other relevant factors such as: mission, functional, and staffing requirements; the exigencies of service; the availability of funds; and, any hardships you may demonstrate. Nonetheless, your agency preferences are important to the department. Therefore, you may specify up to three agency preferences below, if you wish. You are not required to complete these preference selections. You may specify city and state of preference, if known as well. For information on DoD Agencies, you may view the following web site which contains the Office of the Secretary of Defense, Defense Agencies and DoD Field Activities, Organization and Functions Guidebook:

[http://odam.defense.gov/omp/Functions/Organizational\\_Portfolios/  
Organization and Functions Guidebook.html](http://odam.defense.gov/omp/Functions/Organizational_Portfolios/Organization_and_Functions_Guidebook.html)

- 11) In order to receive financial assistance (a scholarship) under the IASP, you must agree to reimburse the United States should you voluntarily terminate your employment with the DoD before the end of your period of obligated service. (See also item 7 above.) **Should you terminate your appointment under the IASP, decline or refuse to honor your commitment to accept permanent employment, or, voluntarily terminate permanent employment before you have fulfilled your period of obligated service, you must reimburse the United States**, in whole or in part, the cost of the financial (scholarship) assistance provided to you. An obligation to reimburse under this condition of employment is for all purposes considered to be a debt owed to the United States.
- 12) In order to receive financial assistance (a scholarship) or an appointment under the IASP, **you must agree to sign certain forms authorizing a background investigation to permit the appointing agency to make a determination as to your suitability for federal employment.**

<sup>2</sup> Includes full-time active duty Guard and Reserves

ATTACHMENT D

13) You will be required to obtain and maintain eligibility for a security clearance in order to receive financial (scholarship) assistance or an appointment under the IASP. You may be required to undergo certain tests, including drug and polygraph tests, to obtain and maintain a clearance. Before you may be awarded a scholarship or hired by DoD , you will be required to complete certain forms to initiate the security clearance process. Some of these forms will require that you reveal extensive information about your background, such as potentially sensitive information about your financial circumstances and any arrests and/or convictions for offenses of any kind. You must agree to all of these conditions of employment and you must complete these forms as a condition of financial assistance and appointment.

*I. Current web pages from the Office of Personnel Management (OPM) and the Defense Security Service (DSS) are provided below. These are provided for your review and consideration in determining whether you will be eligible for a security clearance. They may not be all inclusive, however, it is highly recommended that you review and understand the requirements prior to signing up to participate in the DoD IASP.*

- <http://www.dss.mil/index.html>

*II. The following web page contains additional information from other web sites about security clearances, which also may be useful when determining whether you will be eligible for a security clearance. This is for informational purposes only:*

- [http://usmilitary.about.com/cs/generalinfo/a/security\\_2.htm](http://usmilitary.about.com/cs/generalinfo/a/security_2.htm)
- [http://www.clearancejobs.com/security\\_clearance\\_faq.pdf#search='Interim%20Security%20Clearance'](http://www.clearancejobs.com/security_clearance_faq.pdf#search='Interim%20Security%20Clearance')
- <http://www.taonline.com/securityclearances/>

**By signing this OF612 Supplemental Statement of General Academic and Employment Conditions, I acknowledge that I have read, understand, and agree to all of its conditions, to include the Security Clearance Requirements:**

Name : \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_