



DoD Cyber Service Academy

OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT SUPPLEMENTAL STATEMENT OF GENERAL ACADEMIC AND EMPLOYMENT CONDITIONS

To be considered for the DoD Cyber Service Academy (DoD CSA), you must agree to certain academic standards and conditions of employment. This OF612 supplement describes those conditions. Please read the following statements carefully.

- 1) In order to receive financial assistance (a scholarship) or appointment under the DoD CSA, you must be enrolled (or accepted for enrollment) at one of the institutions of higher education designated by the National Centers of Academic Excellence in Cybersecurity (NCAE-C) or enrolled (or accepted for enrollment) in an institution selected by a NCAE-C as a collaborating partner in the DoD CSA.
- 2) In order to receive financial assistance (a scholarship) or appointment under the DoD CSA, the NCAE-C at which you are enrolled (or accepted for enrollment) must submit a successful grant proposal to the DoD to establish the DoD CSA on their campus.
- 3) In order to receive financial assistance (a scholarship) or appointment under the DoD CSA, you must be enrolled (or accepted for enrollment) in a full-time program leading to a 2-year Associates/4-year undergrad, an undergraduate or master's degree, 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 a cybersecurity function.
 - a) Cybersecurity encompasses the scientific, technical, and management disciplines required to ensure computer and network security, including the following functions:
 - System/network administration and operations
 - Systems security engineering
 - Information assurance systems and product acquisition
 - Cryptography
 - Threat and vulnerability assessment, to include risk management
 - Web security
 - Operations of computer emergency response teams
 - Computer forensics
 - Defensive information operations
 - Critical information infrastructure assurance
 - b) Relevant cyber-related academic disciplines, with concentrations in cyber security, would include, but are not limited to:
 - Biometrics
 - Business:
 - a. Management
 - b. Administration
 - Computer:
 - a. Crime Investigations
 - b. Engineering

- c. Forensics
 - d. Information Science
 - e. Information Systems
 - f. Programming
 - g. Science
 - h. Systems Analysis
 - Critical Information Infrastructure Assurance
 - Cyber:
 - a. Defense
 - b. Operations
 - c. Security
 - d. Policy
 - Cryptography
 - Database Administration
 - Data Management
 - Data Science
 - Digital and Multimedia Forensics
 - Electrical Engineering
 - Electronics Engineering
 - Information Assurance
 - Systems and Product Acquisition
 - Information Security (Assurance)
 - Information Systems
 - Information Technology:
 - a. Acquisition
 - b. Program/Project Management
 - Mathematics
 - Network Administration and Operations
 - Network Management
 - Operation of Computer Emergency Response Teams
 - Software Engineering
 - Systems Security Engineering
 - Threat and Vulnerability Assessment, to include Risk Management
 - Web Security
 - Any other similar disciplines as approved by the DoD Chief Information Office (DoD CIO).
- 4) If you are a community college student, you must maintain an overall 3.2 out of a 4.0 grade point average (GPA), an undergraduate student, you must maintain an overall 3.2 out of a 4.0 GPA, or a graduate student, you must maintain a 3.5 out of 4.0 GPA. (Or an analogous rank based on a comparable scale) in order to receive financial assistance (a scholarship) under the CSA. Failure to maintain these minimum grade point averages constitutes grounds for immediate termination of financial assistance and your appointment under the CSA. **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) Scholars may accept funding from sources outside of DoD CSA, including private scholarships, fellowships, and grants only if those funds can be used for non-tuition related costs (housing, supplies, meal plans, etc.). The DoD CSA is a first-pay, merit scholarship program. Free Application

for Federal Student Aid (FAFSA) or Cost of Attendance does not apply to the DoD CSA. Any additional funding: received by the DoD CSA Scholar may not be used for tuition. The additional funding may be used for living expenses, supplies, or other educational costs. 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. Students paid as part of employment to the institution such as Research Assistant, Campus Ambassador, Peer Tutor, Resident Assistant, Event Caterer, Campus Tour Guide, Lifeguard, or any other on-campus job open to all students, is allowable. Students who receive a salary (paycheck) as part of employment to any non-DoD or Federal company or agency does not factor into any scholarship costs.

- 6) In order to receive financial assistance (a scholarship) under the DoD CSA, 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-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 cybersecurity. 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 DoD CSA, 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 Services¹, 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. The DoD CSA does not have the ability to reduce your military service obligation should you decide to go that route. The Military Service commitment trumps the DoD CSA service obligation.
- 9) In order to receive financial assistance (a scholarship) or appointment under the DoD CSA, 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.

¹ Includes full-time active duty Guard and Reserves

- 10) The DoD **does not guarantee** that your preferences for agency assignment (or location) under the DoD CSA, or in a permanent position to which you are subsequently converted, can be honored. Your preferences will be considered, 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. For information on DoD Agencies, you may view the following web site which contains a listing of the Office of the Secretary of Defense, Defense Agencies and DoD Field Activities, Organization and Functions Guidebook: <https://www.defense.gov/Resources/Military-Departments/A-Z-List/>
- 11) In order to receive financial assistance (a scholarship) under the DoD CSA, 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 DoD CSA, 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 Government**, 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 DoD CSA, **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.**
- 13) You will be required to obtain and maintain eligibility for a security clearance in order to receive federal financial (scholarship) assistance or an appointment under the DoD CSA. 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 circumstance and any arrests and/or convictions for offenses of any kind. You must agree to all these conditions of employment, and you must complete these forms as a condition of financial assistance and appointment.

Current web pages from the Office of Personnel Management (OPM) provided below. This is provided for your review and consideration in determining whether you will be eligible for a security clearance. This 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 CSA.

<https://nbib.opm.gov/e-qip-background-investigations/>