



DEPARTMENT OF DEFENSE

6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000

October 31, 2003

CHIEF INFORMATION OFFICER

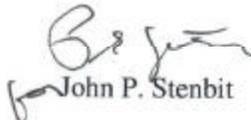
MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
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DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Information Assurance Scholarship Program Academic Year 2004-2005:
Training Opportunity for Civilian and Military Personnel

I am pleased to invite your nomination of candidates for the Information Assurance Scholarship Program designed to enable DoD civilian employees and military members to attend school to earn degrees in Information Assurance disciplines.

Components are requested to nominate qualified civilian and military personnel to receive scholarship assistance to pursue a master's or doctoral degree program in Academic Year 2004-2005. Both full-time and part-time options are available. Full-time programs of instruction leading to a master's or doctoral degree are the Information Resources Management College (IRMC) of the National Defense University (NDU) in cooperation with IRMC's Partner Universities, the Naval Postgraduate School (NPS) in Monterey, California, and the Air Force Institute of Technology (AFIT) at Wright-Patterson AFB, Ohio. Part-time programs leading to a master's degree are available only through IRMC and selected partnering institutions.

The attachment provides information on eligibility requirements, application procedures and deadlines for submission. The number of selectees for initial entry into the full-time program and continued support for part-time students is contingent on funding. The program point of contact for more information is Ms. Joyce France, at 703-604-1489, ext 114.


John P. Stenbit

Attachment:
As stated



Information Assurance Scholarship Program Academic Year 2004-2005 Training Opportunity for Civilian Employees and Military Personnel

Introduction. The Information Assurance Scholarship Program authorized by Chapter 112, title 10, United States Code, is designed to increase the number of qualified personnel entering the field of Information Assurance (IA) to meet DoD's increasing dependence on information technology for warfighting and the security of its information infrastructure.

Definitions. For purposes of this program, the term Information Assurance encompasses the scientific, technical, and management disciplines required to ensure computer and network security, such as:

- system/network administration and operations
- systems security engineering
- information assurance systems and product acquisition
- cryptography
- threat and vulnerability assessment (includes risk management)
- web security
- computer emergency response team operations
- information assurance training, education and management
- computer forensics
- defensive information operations

Relevant academic disciplines, with concentrations in Information Assurance, include, but are not limited to: Mathematics, Biometrics, Electrical Engineering, Computer Science, Computer Engineering, Software Engineering, Computer Programming, Computer Support, Data Base Administration, Computer Systems Analysis, Operations Research, Information Security (Assurance) and Business Management or Administration.

Participating Institutions. The institutions offering full-time academic programs leading to a master's or doctoral degree are the Information Resources Management College (IRMC) of the National Defense University (NDU) in cooperation with IRMC's Partner Universities located throughout the United States; the Naval Postgraduate School (NPS); and the Air Force Institute of Technology (AFIT). Part-time academic programs leading to a master's degree are available only through IRMC and selected partnering institutions. These part-time programs may be completed in residence or via distance learning.

Academic Year 2004-2005. Components are asked to nominate qualified civilian employees and military members to receive full scholarship assistance to begin or complete a master's or doctoral degree program in an Information Assurance discipline. Available start dates are January 2004 (IRMC), July 2004 (NPS), August 2004 (AFIT), September 2004 (IRMC), or January 2005 (IRMC). No quotas are designated. The actual number of scholarships available will be contingent on funding.

Program Costs. The cost of tuition, fees and books at IRMC and IRMC's partnering institutions, and at NPS and AFIT will be covered by the program. Additionally, TDY funding for full-time IRMC students, if necessary, is covered by the program. Any other TDY and/or PCS costs (including those necessary to attend IRMC partner schools) must be covered by the nominating Component. Participants will continue to receive their military pay or civilian salaries from their Component throughout the course of study.

Obligations. Participants are obligated to maintain good standing in their degree programs, to continue in service as civilian employees or military members and where applicable, to repay program costs for failure to complete the degree program satisfactorily or to fulfill the service commitment consistent with law 5 U.S.C. 4108 and 10 U.S.C. 2200a (b)(2) and (3) and policy of the Department and the respective Component.

IASP Application Process

Information Resources Management College, National Defense University

IRMC/NDU Information Assurance Partnership: The scholarship program, as conducted by IRMC, will focus on civilian and military officers who wish to pursue a full-time or part-time master's or a full-time doctoral degree in an Information Assurance discipline. Students may be nominated to enter the program beginning in January 2004, September 2004, or January 2005.

Nominated students will complete the first part of their degree at IRMC and transfer to a Partner University to complete the remaining degree requirements.

All IRMC students will complete IRMC's Chief Information Officer (CIO) Certificate Program and its Information Assurance Certificate which also results in Information Systems Security Instruction (NSTISSI) 4011 Certification (see Option 1 in the IRMC Course Catalog). Full-time students will complete the CIO and 4011 requirements through the Advanced Management Program, a 14-week resident program at the Ft. McNair, DC campus. Part-time students will complete their required nine courses through: a) 1-week resident courses at Ft. McNair; b) 8 to 12-week, web-based, distributed learning courses; or c) through a combination of the two. Part-time students have up to two years to complete IRMC requirements. Nominees may also include candidates who have earned the IRMC CIO and IA certificates in FY02 or later or who have partly completed one or both certificates. Further specifics on the IRMC CIO program and IA program may be found at www.ndu.edu/irmc.

Upon successful completion of the IRMC requirements, participants will continue their studies at a Partner University and complete their master's or doctoral degree. Full-time students will complete requirements in residence; part-time students will complete their master's degree in residence or through distributed learning. Methodologies for distributed learning vary by university. Students entering Partner Universities will receive either 9 or 15 graduate transfer credits toward completing their advanced degrees, dependent on the selected university. The particular degree the participant earns varies by institution, but all degrees focus on information assurance. Current participating universities are:

- **George Mason University.** PhD in Information Technology, PhD in Computer Science, MS in Information Systems, MS in Software Engineering.
 - Full-time students only for PhD.
 - Full-time and part-time students for MS.
 - Resident programs only.
 - Accepts 9 credit hours from IRMC.

- **James Madison University.** MBA, concentration in Information Security.
 - Part-time students only.
 - Distributed learning opportunities available.
 - Accepts 15 credit hours from IRMC.

- **Mississippi State University.** MS in Computer Science (Will consider Doctoral students on a case-by-case basis).
 - Full-time students only for PhD.
 - Full-time and part-time students for MS.
 - Resident programs (in varied locations).
 - Accepts 15 credit hours from IRMC.

- **Syracuse University.** MS in Information Resources Mgmt (IA concentration).
 - Full-time or part-time students.
 - Resident programs (Washington, D.C. or Syracuse).
 - Distributed learning available.
 - Accepts 15 credit hours from IRMC.

- **University of Dallas.** MBA, concentration in Information Security.
 - Part-time students.
 - Distributed learning available.
 - Accepts 15 credit hours from IRMC.

- **University of Maryland Baltimore County.** PhD in Computer Science, MS in Computer Science.
 - Full-time students only for PhD
 - Full or part-time students for MS.
 - Resident programs only.
 - Accepts 9 credit hours from IRMC.

- **University of Maryland University College.** MS in Computer Science, MS in Telecommunications Management.
 - Full-time or part-time students.
 - Resident (multiple locations).
 - Distributed learning opportunities available.
 - Accepts 15 credit hours from IRMC.

- **University of North Carolina Charlotte.** MS in Information Technology.
 - Full-time resident students only.
 - Accepts 15 credit hours from IRMC.

- **University of Tulsa.** PhD in Computer Science, MS in Computer Science.
 - Full-time resident students only.
 - Some flexibility for independent study outside of the Tulsa area for portions of PhD program.
 - Accepts 15 credit hours from IRMC.

More detailed information on partnering universities is posted on the Information Assurance Scholarship Program website at <http://www.defenselink.mil/nii/iasp>.

Civilian applicants must be a GS/GM-13 or above and military applicants must be an O-5 or above. GS-12s and O-4s may have the grade requirement waived with a strong justification signed by their supervisors. The waiver must document the applicant's ability to work at higher grade levels. IRMC requires that master's degree applicants have a bachelor's degree with a minimum grade point average (GPA) of 3.0 out of 4.0, or equivalent; PhD applicants must have a master's degree with an attained GPA of 3.0 out of 4.0, or equivalent. All degrees must be from academically accredited colleges/universities. Candidates may be asked to take the Graduate Record Examination or equivalent, if required by the participating Partner University. Additionally, partnering universities may require a higher grade point average and/or prerequisite courses. All applicants must possess at least a Secret clearance.

Questions concerning IRMC programs and those of its partnering institutions should be addressed to Ms. McGeary at Comm: (202-685-3888), DSN 325-3888 or via email at mcgearyd@ndu.edu.

Naval Postgraduate School (NPS)

The NPS is offering an opportunity for completion of a Master of Science or a PhD degree in Computer Science. The degrees will be completed entirely at NPS; there are no partnership arrangements with other universities. Students in the NPS program will also receive NSTISSI 4011 certification.

The MS program will take 7 to 8 academic quarters to complete. This corresponds to a 2-year program. All MS degree candidates at NPS must complete thesis research and a written thesis.

PhD candidates must complete both written and oral qualifying examinations. Upon completion of these examinations, candidates must complete dissertation research and successfully defend their dissertations before a dissertation committee. The NPS PhD program usually takes three years to complete.

Civilian applicants must be at the GS-9 to GS-13 grade level or higher. Military applicants may range from O-1 through O-6 or higher, although most Services select O-3 level officers. Academic qualifications are: a bachelor's degree with a 2.8 grade point average (on a 4.0 scale) or equivalent, for those applying for the MS degree program. Student qualifications for the PhD program will be determined individually and will be based upon universities that the applicants have attended, the number of years they have been out of school, work-related accomplishments, and other factors. Generally, NPS requires PhD candidates to be in the upper half of their MS program peers. The minimum security clearance for NPS students is Secret (or students must be eligible to apply for Secret clearance upon acceptance).

Information regarding the Naval Postgraduate School program can be obtained at <http://cissr.nps.navy.mil/scholarships.html>. Additional questions concerning NPS programs

should be addressed to Ms. Tanya Raven at Comm: 831-656-2726, DSN 756-2726 or via email at traven@nps.navy.mil.

Air Force Institute of Technology (AFIT)

The AFIT offers Master of Science degrees with majors in Information Assurance, Electrical Engineering, Computer Engineering, Computer Science and Information Resources Management. PhD opportunities in Electrical Engineering, Computer Engineering or Computer Science are also available. The Information Assurance (IA) major provides an in-depth study of the defensive and offensive theory, tools, and techniques associated with protection and exploitation of information-based systems. Detailed information about the IA program can be found at <http://en.afit.edu/issa/>. The Electrical Engineering, Computer Engineering, Computer Science and Information Resources Management majors allow for specialization in IA through a subset of courses from the IA degree program. All degree participants completing the IA specialization will also receive NSTISSI 4011 certification. All Masters students at AFIT are required to complete a thesis while PhD students must complete a doctoral dissertation. Estimated completion time for a master's degree is 18 months and three years for the PhD. Length of programs may be extended if prerequisite knowledge is needed.

Civilian and military applicants may be of any grade. Applicants pursuing a master's degree must have an appropriate bachelor's degree with a minimum 3.0 GPA. Applicants pursuing a doctorate must have an appropriate master's degree and a 3.5 GPA. Required Graduate Record Exam scores for master's degree applicants are: 500 verbal/600 quantitative; for PhD applicants: 550 verbal/650 quantitative. Waivers to the minimum GPA and/or GRE score requirements may be granted (waivers are considered on a case-by-case basis). The minimum security clearance is Secret (or students must be eligible to apply for Secret clearance upon acceptance).

Questions concerning AFIT programs should be addressed to Dr. Rick Raines at Comm: (937) 255-6565 extension 4278, DSN 785-6565 x 4278 or via email at richard.raines@afit.edu.

Student Nomination Process for all Options

1. Component nomination packages for each candidate must be forwarded through appropriate service/agency personnel channels for graduate education programs. Components must forward a single nomination package containing all proposed/approved applicants. Nominee names are to be identified in rank order priority with a cover letter that clearly identifies the following information for each nominee:

- a. Proposed university (i.e., IRMC + Partnering School, NPS, or AFIT)
- b. Proposed start date
- c. Desired degree
- d. Intent to attend as full or part-time student

2. Each nomination package must include a resume; a recommendation from the individual's supervisor with the endorsement of the next level supervisor; official transcripts reflecting undergraduate and/or graduate coursework as appropriate; and documentation of the individual's security clearance. GRE scores should be included, when available.

3. **Two copies** of each nomination package must be provided.

a. All applicants must have a copy of their nomination package forwarded to:

Ms. Christine M. Nickell
National Information Assurance Education and Training Program
ATTN: I2, Suite 6752
9800 Savage Road
Ft. Meade, MD 20755-6752

b. The second copy must be forwarded to the college representative for the student's school of choice. The representatives are:

IRMC + Partner University

Ms. Donita McGeary
Associate Dean of Faculty and Academic Programs
Information Resources Management College
Bldg 62, 300 5th Ave.
Fort Lesley J. McNair
Washington, DC 20319-5066

NPS

Ms. Tanya Raven
Educational Programs Coordinator
Center for INFOSEC Studies and Research
Information Assurance Scholarship Program
Code CS/Ic
Naval Postgraduate School
Monterey, CA 93943

AFIT

Dr. Richard A. Raines, Director
Center for Information Security Education and Research
Air Force Institute of Technology
2950 Hobson Way, Bldg 642
Wright-Patterson AFB, OH 45433-7765

4. Component nominations for IRMC classes starting in January 2004 are due by **December 5, 2003**. Nominees for all other start dates, regardless of proposed school (IRMC + Partner University, NPS, or AFIT), are due **January 28, 2004**.

Notification of Acceptance—All Schools

Since no quotas have been allotted to the agency/service components, it is important that nominee packages are provided in a rank-ordered format, with alternates, as appropriate. Based on funding, a determination on the number of scholarships to be awarded will be made by the Information Assurance Scholarship Program Steering Committee. Once this determination is made, a representative of the committee will coordinate with the three DoD schools to determine final acceptance of candidates. It is anticipated that the service components/agencies will be formally notified of nominee acceptance for the January 2004 IRMC class NLT 13 December 2003. Service components/agencies should be notified of acceptance of all other candidates NLT 27 February 2004.