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**NSF Scholarship for Service (SFS)**

**NEW STUDENT APPLICATION**

**Davenport University - 2019-2020**

**I. THIS CHECKLIST IS REQUIRED TO BE THE FIRST PAGE OF THE APPLICANT**

**PACKAGE, AND MUST BE SIGNED BY THE STUDENT APPLICANT.**

|  |  |
| --- | --- |
| **Student Name:** | Click or tap here to enter text. |
| **Primary Address:**  Click or tap here to enter text.  Click or tap here to enter text. | **Alternate Address:**  Click or tap here to enter text.  Click or tap here to enter text. |
| **Phone Number (cell)**  Click or tap here to enter text. | **Phone Number (Landline or Permanent)**  Click or tap here to enter text. |
| **Student School Email Address** | Click or tap here to enter text. |
| **Alternate Email Address (gmail / yahoo / etc….)** | Click or tap here to enter text. |

**ALL SFS APPLICANTS MUST ANSWER ALL QUESTIONS**

|  |  |  |
| --- | --- | --- |
| ACTIVITY/QUESTION ITEM INCLUDED | ANSWER (Y/N) | STUDENT INITIALS |
| **CURRENT U.S. Citizen**: | Choose an item. |  |
| **Official Transcript(s)** Provided: | Choose an item. |  |
| **Cumulative GPA** – provide score in next column ***GPA MUST match transcripts. (No Rounding)*** | Click or tap here to enter text. |  |
| **Currently enrolled** or **accepted for enrollment**, at DU: | Choose an item. |  |
| **For which degree level are you requesting consideration by the NSF SFS?**  *This may or may not be your current degree program. You may have a dual program (Undergrad/Grad, Masters)* | Choose an item. |  |
| ANTICIPATED **FINAL** GRADUATION DATE OF THE DEGREE PROGRAM ABOVE | Click or tap to enter a date. |  |
| **RESUME** – Package will be deemed incomplete without one attached | Choose an item. |  |
| **Awards, Honors and Distinctions list attached** | Choose an item. |  |
| **2 Letters of Reference:** | Choose an item. |  |
| **Veteran Status*:*** | Choose an item. |  |
| *If yes to above, indicate whether 5 or 10 year status* | Choose an item. |  |
| *Proof of eligibility attached* | Choose an item. |  |
| **Supplemental Information (Section II)** | Choose an item. |  |
| **Supplemental Competency Statement (Section III)** | Choose an item. |  |
| **Supplemental Statement of General Academic and Employment Conditions** | Choose an item. |  |
| **I am currently a member of the National Guard or a Reserve Unit:** (Includes full-time active duty Guard and Reserves) | Choose an item. |  |

Student Signature:

Student Printed Name: Click or tap here to enter text.

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**II. Supplemental Information**

A. Applicants for the SFS must provide certain information about their academic standing to enable a review of academic sufficiency by the appropriate National Centers of Academic Excellence in Cybersecurity, hereinafter referred to as CAEs. This section contains the required supplemental information requirements. You MUST provide ALL required information below to receive full consideration. To be deemed complete you must obtain and attach certain additional materials to this statement. All information and material that you attach to this statement shall be considered to determine your eligibility 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 2019‐2020,**

I will enter the following: Choose an item.

**Declared Major for the degree level/program you are requesting consideration by the NSF SFS is:**

Click or tap here to enter text.

**Number of credits earned to date for this degree**: Click or tap here to enter text.

**Number of credits required for graduation for this degree:** Click or tap here to enter text.

C. I have listed all colleges or universities I have attended in Section 2 below and have provided the necessary official transcripts. Do not include the degree program listed above. (if necessary, provide additional institution information on a separate sheet attached to this form).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Institution | State | Dates Attended | Degree Earned | GPA |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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D. Recognitions ‐ Honors ‐ Awards

**Separate sheet highlighting recognitions, honors and awards**: Attach a plain 8 ½” X 11” paper with your

name and school. Describe any academic recognition (certifications included), honors, distinctions, or

awards that you have received. This is very important, as it counts towards the evaluation criteria.

***NOTE***

*The recognition, honors, distinctions, or awards that you describe in this supplemental statement* ***need not be job‐related.***

*Be sure that you include any scholarships, membership in any honorary societies to which you were*

*admitted because of academic accomplishment, and any significant leadership roles in academic groups,*

*organizations, societies, or associations to which you were nominated or elected.*

*Provide sufficient* ***summary*** *information for evaluators to understand the period or date of the*

*accomplishment, the awarding institution or organization, and what you did to earn the recognition.*

***DO NOT ATTACH****:*

* Copies of Degrees
* Copies of Certificates
* Commemorative Memorabilia
* Compositions
* Publications
* Personally Identifiable Media (Driver’s License, Social Security Cards, Military IDs, etc.)

E. Reference Letters

**You must attach two (2) Letters of Reference** to this supplemental statement from persons knowledgeable of your potential for successful learning, as well as your knowledge and ability. At least one of these letters must be from a current faculty member [or a most current faculty member], and the second letter may be from either a current or former faculty member, or a current or former employer.

Each 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 each referee refer to and address the following factors:

a. The relationship of the referee to you. (The referee states whether the information is based on an academic or employment relationship.)

b. The length of the relationship. (The referee states how long he or she has known you.)

c. 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.)

d. **An assessment of your knowledge and ability following the six (6) competency** areas listed in Section III below.

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

**correct:**

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Printed Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

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**III. COMPETENCY STATEMENT**

On plain 8 ½” x 11” paper, title as above, describe your knowledge and ability in each of the six (6) competency areas below. The evaluation points are very high in this area. You must address each area identified. If you do not provide this information, your package will be deemed non‐responsive and will not be considered.

 Indicate your name and school name on each page.

 Limit your responses on all six competency areas to a total of three pages.

a. Knowledge of the techniques of the cybersecurity discipline, including encryption, access control, physical security, training, threat analysis, and authentication.

b. Knowledge of the human factors in cybersecurity, including human computer interaction, design, training, sabotage, human error prevention and identification, personal use policies, and monitoring.

c. Ability to identify and analyze problems, distinguish between relevant and irrelevant information to make logical decisions, and provide solutions to individual and organizational problems.

d. Ability to consider and respond appropriately to the needs, feelings, and capabilities of different people in different situations; is tactful, compassionate and sensitive, and treats others with respect.

e. Ability to make clear and convincing oral presentations to individuals or groups; listens effectively and

clarifies information as needed; facilitates an open exchange of ideas and fosters an atmosphere of open

communication.

f. Ability to express facts and ideas in writing in clear, convincing and organized manners appropriate to the audience and occasion.

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**CyberCorps®: Scholarship For Service (SFS)**

**(Scholarship Track)**

**Service Agreement Acknowledgement**

The CyberCorps®: Scholarship For Service (SFS) Program provides the means for program-approved academic institutions to grant scholarships to students (hereinafter referred to as participants) who agree to pursue a degree in the information assurance fields and serve at an approved Federal, State, local, or tribal Government agency (hereinafter referred to as “participating agency”) in a qualifying position (i.e., a position in the information assurance field) for a period of up to three years upon completing academic degree requirements, depending on the length of the scholarship. This Service Agreement sets forth the participant’s responsibilities.

**I. Participant Responsibilities**

The SFS scholarship participant agrees to the following:

**1. Scholarship Phase:**

During the scholarship phase the participant will:

a) maintain enrollment at a participating college or university on a full-time basis;

b) maintain good academic standing, as defined by his or her academic institution, in an information assurance program of study;

c) at the end of the semester (or quarter or trimester, as applicable), submit an official course transcript to the Principal Investigator (PI) at the academic institution, the hiring official at the participating agency making an employment offer to the participant, or to the SFS Program Office, if so requested, listing the courses in which the participant is enrolled and the final grade(s) received;

d) if the period of scholarship exceeds an academic year, search for and serve an information assurance-related internship of at least 10 weeks at a participating agency;

e) participate in SFS-sponsored job fairs and all other SFS program activities;

f) register with the SFS program, complete a participant profile, and create a résumé on-line at <https://www.sfs.opm.gov/>;

g) update SFS profile (résumé, job search activity report, and contact information) at least once quarterly;

h) search for post-graduation employment with a participating agency in an information assurance-related position;

i) complete periodic surveys as requested by the SFS Program Office; and

j) respond to all requests from SFS Program Office and PI for information concerning the SFS program and participant status in accordance with guidance provided in the request.

**2. Commitment Phase:**

Following completion of academic degree requirements, the participant will:

a. work full time in a qualifying position at a participating agency for a period commensurate with the length of the scholarship or one year, whichever is longer;i

b. provide documentation to the SFS Program Office verifying employment;

c. ensure contact information in SFS profile remains current throughout period of obligation;

d. complete periodic surveys as requested by the SFS Program Office; and

e. respond to all requests from SFS Program Office and PI for information concerning the SFS program and participant status in accordance with guidance provided in the request.

**3. Monitoring Phase:**

Upon completion of the Service Commitment Participants enter the Monitoring Phase. During this phase the Program Office monitors the Participant’s employment status and keeps current contact information on Participants. This begins upon completion of the Service Commitment and concludes 8 years after the Service Commitment end date. Participants will be required to:

a. update contact information when it changes;

b. complete periodic surveys as requested by SFS Program Office (usually annually).

**4. Failure to secure a qualifying position:**

If participant has not secured a qualifying position upon graduation, the participant agrees to:

a. continue to search for employment with a participating agency in a qualifying position;

b. respond to all requests from SFS Program Office and PI for information concerning the SFS service commitment in accordance with guidance provided in the request; and

c. continue to update SFS profile (résumé, job search activity report, and contact information) at least once quarterly.

It is expected that the participant enters the commitment phase within 18 months of graduation however an extension may be granted by the SFS Program Office. If the participant has not secured a qualifying position within 18 months of graduation or by the end of the granted extension the participant understands that he/she will be indebted to the Federal Government and may be required to reimburse the SFS Program. Section II-2 addresses exceptions.

**II. Participant Reimbursement to the Federal Government**

1. A participant who fails to comply with any Program requirement established under this Service Agreement will be indebted to the Federal Government and must immediately reimburse the SFS Program. Failure to promptly reimburse the SFS Program will require that the funds be collected as a debt owed the U.S. Treasury.ii The reimbursable amount will be prorated based on time already served to fulfill the employment obligation following completion of degree requirements.

a. Failure to fulfill the terms of the program during the scholarship phase occurs for any of the following reasons:

1. the participant’s enrollment is terminated by the academic institution for reasons under the control of the participant (including failure to meet academic or behavioral standards);

2. any changes to the participant’s curriculum or major field of study that are not compatible with the SFS program;

3. failure to complete academic degree requirements within the scholarship period unless there are mitigating circumstances agreed to by the SFS Program Office;

4. the participant fails to qualify for internship placement, including **obtaining a security clearance** if required;

5. the participant is terminated from any Federal appointment for cause; or

6. the participant otherwise breaches the terms of this agreement.

b. Failure to complete the period of employment in a qualifying position occurs if the participant fails to gain employment at a participating agency, employment is terminated, or the participant leaves a qualifying position, for any of the following reasons before the post-academic employment commitment is fulfilled:

1. the participant fails to qualify for post-graduation placement, including **obtaining a security clearance** if required;

2. the employee resigns;

3. the employee is terminated for cause or for adverse suitability/security clearance determinations;iii

4. the employee initiates action that results in reassignment, promotion or transfer to a non-covered position;

5. the employee refuses an offer of reassignment or transfer to a covered position in the commuting area when such an action becomes necessary because of changes in the employer’s staffing needs, organizational realignment, or staff reductions; or

6. the employee otherwise breaches the terms of this agreement.

2. Participant reimbursement is not required under any of the following conditions:

a) the participant receives and accepts an offer from an agency designated as “participating” by the SFS Program Office and that agency is, through no fault of the participant, unable to place the participant in a covered position that permits the fulfillment of the employment obligation upon completion of academic degree requirements; and the SFS Program Office is unable to effect alternative placement in a covered position within the continental United States;

b) the participant is reassigned to a non-qualifying position due to changes in staff requirements, organizational realignment, or staff reductions, or at management’s discretion;

c) the participant is involuntarily separated for reasons other than misconduct or performance;

d) the participant leaves the agency voluntarily to enter into the service of any other participating agency in a qualified position; or

e) the National Science Foundation (NSF) determines that seeking reimbursement is not in the Federal Government’s best interests.

**I certify that I have read and understand the terms of this service agreement. I further certify that I am a United States citizen, and (if a male born after December 31, 1959) have registered with the Selective Service System, or am exempt from having to do so under Selective Service law.**

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Printed Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

i An academic year (nine months) of scholarship establishes a requirement for one calendar year of work. Participants must be willing to relocate anywhere within the continental United States. Please note that a high percentage of positions are in the Washington, D.C. metropolitan area.

ii If a participant fails to meet the terms of this agreement and is found to be indebted to the Federal Government the participant will be required to reimburse the United States Department of Treasury a sum equal to the amount outstanding plus administrative and interest fees, if any. These funds will be recovered from the participant through the appropriate provisions governing debt collection.

iii Terminations for cause or adverse suitability/security clearance determinations may occur for any of the following reasons:

* misconduct or negligence in employment;
* criminal or dishonest conduct;
* material, intentional false statement or deception or fraud in examination or appointment;
* alcohol abuse of a nature and duration which suggests that the applicant or appointee would be prevented from performing the duties of the position to which appointed, or would constitute a direct threat to the property and safety of others;
* illegal use of narcotics, drugs, or other controlled substances, without evidence of substantial rehabilitation; or
* knowing and willfully engaging in acts or activities designed to overthrow the U.S. Government by force.

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