



DEFENSE SECURITY COOPERATION AGENCY
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JUN 25 2012

MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE AIR FORCE
(INTERNATIONAL AFFAIRS)
DEPUTY ASSISTANT SECRETARY OF THE ARMY (DEFENSE
EXPORTS & COOPERATION)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(INTERNATIONAL PROGRAMS)
COMMANDANT, DEFENSE INSTITUTE OF SECURITY
ASSISTANCE MANAGEMENT

SUBJECT: Administration of Global Master of Arts Program (GMAP II/March)

The Defense Security Cooperation Agency (DSCA) and Tufts University established the Global Master of Arts Program (GMAP) II, also referred to as GMAP March (in conjunction with GMAP July), as part of a series of initiatives to improve professional skills of the Department of Defense (DoD) International Affairs Workforce. Designed to enhance the skills of selected civilian and military personnel working in international affairs and security cooperation positions, GMAP II/GMAP March is a great DoD-sponsored activity for mid-career professionals.

Nine years after its inception, the GMAP program remains a career-enhancing opportunity for our best personnel. It is a 12-month, three trimester, course of study in International Affairs leading to a Global Master of Arts degree from the Fletcher School of Law and Diplomacy at Tufts University. The program combines three two-week residency sessions with an internet-based course of study, and links graduates with an active and ever expanding international alumni group within Tufts: an important factor when considering the career implications of the GMAP degree.

DSCA, the Military Departments, and Defense Institute of Security Assistance Management (DISAM) must work together to ensure the best possible candidates are actively targeted, recruited, nominated, and selected for the GMAP II program. The attached documents provide guidance outlining the specific roles, responsibilities, and expectations of leadership, applicants, and selected candidates.

As the executive agent for the GMAP II program, Dr. Ron Reynolds, Commandant, DISAM, is available to answer any questions related to GMAP II as well as the DoD International Affairs Certification Program. Dr. Reynolds can be reached by email at ronald.reynolds@disam.dsca.mil. Mr. Greg Sutton, Director of Research, DISAM, is also available to assist; he can be reached at: gregory.sutton@disam.dsca.mil.

Richard A. Genaille, Jr.
Deputy Director



APPENDIX A
GLOBAL MASTER OF ARTS (GMAP) II
PROGRAM RESPONSIBILITIES AND GENERAL GUIDANCE

The Defense Security Cooperation Agency (DSCA) has overall responsibility for the graduate studies program. Refer to Attachment I of this Appendix. In this regard, DSCA, in coordination with Military Departments (MILDEPs) and the Defense Institute for Security Assistance Management (DISAM), programs the annual resources necessary to support the attendance of Department of Defense (DoD) students.

Although DSCA's primary target audience is the civilian international affairs workforce, the program is open to military candidates. DSCA will consider funding of military personnel on a case by case basis and in line with meeting the priority of civilian candidates. Furthermore, the program is also open to military personnel who secure funding from alternative sources (i.e. Service Foreign Area Officer programs, International Affairs activities, or other sponsorships).

Note a change made in funding taking effect with this application cycle: DSCA has made available some Operations and Maintenance (O&M) funding for Security Cooperation personnel serving in O&M billets (previously funding was available to only those serving in FMS Admin funded billets). This will offer greater and more equal availability for educational opportunities to Security Cooperation personnel funded by a variety of O&M programs. This again stresses the key target audience of this program – the Security Cooperation workforce.

Another change is the anticipated growth of number of students each year from seven (7) to ten (10). In conjunction with that change, DISAM is working with Tufts to explore the opportunity to place 5 students in the March class and 5 students in the July class. This would benefit the SC Community by offering another option that may be more palatable based on an applicant's upcoming schedule and allow the group of students to mix with approximately 60 other students vice 25. The impact of this potential action will be additional comments required on the Sponsor Memo (see Appendix C, para 1b(5) and the Student Acknowledgement (Appendix D).

1. DISAM, as DSCA's center for professional development of the International Affairs Workforce, is the Executive Agent for day-to-day management and oversight of the graduate studies program, and as such, shall:
 - a. Be responsible for conducting a program evaluation upon the graduation of each GMAP class.
 - b. Establish and administer the Educational Support Agreement (ESA) regarding all DSCA sponsored DoD students. Included in this activity is particularly addressing Program Objective Memorandum (POM) requirements and working with other activities who provide funding for military personnel and desire to take advantage of the contractual relationship which DISAM will maintain as the mechanism for securing a student's admission to the program.

- c. Establish and maintain a working level relationship with the Fletcher School for conduct of the program, and serve as ombudsman for the MILDEPs and Fletcher School/Tufts University and DSCA.
- d. Conduct the annual student selection process in coordination with MILDEPs and Fletcher School (see attached responsibilities matrix and flowchart, Attachments 1 and 2 to this Appendix).
- e. Provide a research topics database in coordination with the Fletcher School to support GMAP II students' research efforts with particular attention paid to protecting sensitive information such as FOUO, Privacy Act/PII, etc.
- f. With DSCA/ADM, publicize the program throughout DoD non-MILDEP security assistance organizations/agencies, and assist the MILDEPs in their efforts to publicize the program. Establish an application process for non-MILDEP DoD personnel. DISAM will maintain comprehensive information on its website to include links to each MILDEPs program information/POC.
- g. Recruit applicants and nominate three (3) qualified non-MILDEP primary candidate and one (1) alternate candidate for the GMAP II each year.
- h. Track the career progress of GMAP II graduates.

2. The MILDEPs shall:

- a. Publicize and establish a recruiting program within their respective Departments. This will include website information to include current POC(s) for their respective programs.
- b. Recruit and nominate qualified target numbers of candidates for GMAP each year as follows. These packages will then be consolidated by DISAM to facilitate final nominations via the Senior Selection/Review Panel.
 - 1) Army: Three (3) primary and one (1) alternate candidates.
 - 2) Navy/USMC/USCG: Three (3) primary and one (1) alternate candidates.
 - 3) Air Force: Three (3) primary and one (1) alternate candidates.
- c. Ensure sufficient flexibility in candidates' work schedules to allow for completion of required study and research, and the three two-week residency sessions. Each MILDEP will have the prerogative of establishing a full- or part-time status for their respective students in line with their respective Services' education and training policies. Regardless of that status, supervisory personnel are encouraged to provide the best opportunity for their respective students to succeed. This could include varying levels of on/off-duty time for the student as curriculum and agency mission requirements allow.

- d. Provide research topics to DISAM for incorporation into the Research Topics Database with an initial contact for each topic submitted. Due to the revision of the DISAM website the Research Topics Database is under reconstruction). Should any organization or leader have any ideas regarding viable research topics please pass them to Dr. Reynolds or Mr. Sutton at DISAM. Note that this venue may also be used to facilitate research projects for Lessons Learned/Best Practices emphasis or validation.

3. Funding and Costs:

- a. DSCA, via DISAM, will centrally fund the tuition costs for up to ten (10) civilian personnel each year, with case-by-case funding for military personnel. This number will be evaluated year to year based on needs of the constituency organization, funding availability, and viability of the potential student base/applications. Military personnel seeking DSCA funding should forward their complete application package to their respective MILDEP/Service contact listed in the application package.
- b. Foreign Service Nationals (FSNs) will not be considered for funding/sponsorship by DSCA.
- c. Student transportation costs to and from the three two-week residencies and miscellaneous incidentals for the three residencies will be funded centrally by DISAM. Room, board, and group transportation at the residency sessions is included in the tuition costs. Students will work with DISAM in processing TDY travel to preclude any individual issues.
- d. Students will be responsible for establishing/maintaining their individual internet service. A laptop computer is provided by Tufts, and is included in tuition costs for each student. Upon graduation that laptop will be sent to DISAM for proper disposition. (It is the property of the US Government, not the student or Tufts.) Should a student be held over for any reason, the student may retain the computer for that period. Students are to follow DISAM instructions on disposition of the laptop (whether individual purchase or turn in to DISAM).

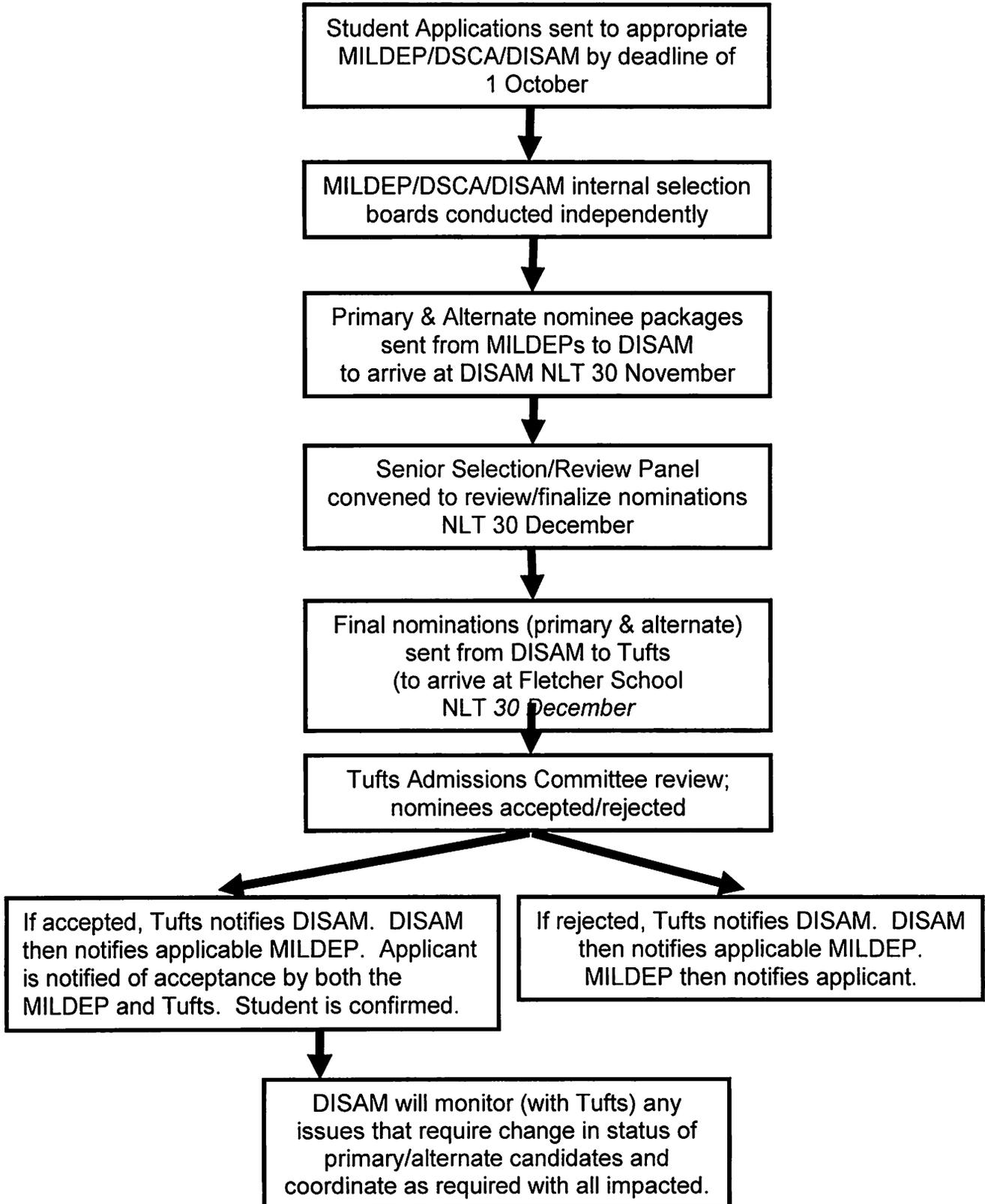
ATTACHMENT 1
DELINEATION OF GMAP II PROGRAM RESPONSIBILITIES

Criteria	DSCA/MILDEP Responsibility	Tufts Responsibility
Marketing for prospective students	<ul style="list-style-type: none"> ▪ Promote awareness ▪ Identify targeted applicant pool (e.g., via supervisors) ▪ Ensure recruiting and sufficient funding for DoD personnel. Aggregate FMS Admin and O&M for full complement of 10 students ▪ Ensure DoD & MILDEP sponsorship of program ▪ Forward to DISAM all DoD application packages by due date 	<ul style="list-style-type: none"> ▪ Assist with DoDs promotion, as solicited by DoD ▪ Fill 25 additional class quotas from the non-DoD IA community (e.g. from other government agencies, industry, and foreign governments)
Applicant eligibility determination	<p>Review based on:</p> <ul style="list-style-type: none"> ▪ Actual contributions to Security Coop/Int'l Affairs program ▪ Demonstrated ability and willingness to progress in field ▪ Organizational endorsement as to the applicant's potential ▪ Demonstrated propensity to immediately pass, successfully complete the foreign language proficiency expectations of GMAP II (Tufts). Based on applicant's opportunity to take Defense Language Proficiency Test (DLPT), MILDEPs may require that as part of the application process. 	<ul style="list-style-type: none"> ▪ Forward to appropriate Board, without further comment, any application received from a DoD employee that was inadvertently sent to Tufts directly by applicant ▪ Ensure applicant meets all academic criteria/standards (only after package received from DoD Board(s); see below)
Applicant selection process	<ul style="list-style-type: none"> ▪ Individual MILDEP and DSCA Boards identify desired candidates from applicant pool within established quotas (or within overall ceiling of 10) ▪ DISAM will coordinate with MILDEPs should quotas need realignment based on applicant pool ▪ A senior selection/review panel composed of the DSCA Deputy Director and MILDEP leadership will convene to validate selections, ensuring the best (and ensuring agreement) that the most qualified candidates are forwarded to Tufts ▪ Following the validation by the Senior Selection Panel, DISAM will forward approved packages to Tufts, on or before application deadline ▪ For any DoD applications disapproved by Tufts, DISAM will submit alternate candidate packages to Tufts, if available 	<ul style="list-style-type: none"> ▪ Selected by Tufts, but <i>only after</i> receipt of consolidated applicant package from DISAM ▪ Based on applicant's academic background vis-à-vis program admittance requirements ▪ Notify DISAM of any applicants not approved (& rationale) for admission to GMAP II ▪ No correspondence will be sent from Tufts to non-selects. That will be handled by the appropriate MILDEP/organization.
Applicant approval process	<ul style="list-style-type: none"> ▪ Upon notification by Tufts of final admission decision, DISAM will notify MILDEPs and other activities (as appropriate) of that decision. ▪ The appropriate MILDEP will notify 	<ul style="list-style-type: none"> ▪ Notify applicant of approval ▪ Simultaneously, notify DISAM of applicant approval

	<p>applicants for whom a package was not forwarded to Tufts (for either primary or alternate status).</p> <ul style="list-style-type: none"> ▪ Notify alternates that were not approved by Tufts 	
Student interactions once program has begun	<ul style="list-style-type: none"> ▪ Address/clarify funding issues, if any exist ▪ Address any concerns with DoD's involvement in program 	<ul style="list-style-type: none"> ▪ Communication with accepted students encouraged to address all academic and quality of life aspects of the program

ATTACHMENT 2

GMAP II Student Selection Process



APPENDIX B
GLOBAL MASTER OF ARTS (GMAP) II
SUPPLEMENTAL APPLICANT INFORMATION

SUPPLEMENTAL INFORMATION

1. Basic Candidate Qualifications:

- a. DoD qualifications: While anyone may apply for this program, the primary targeted audience possesses all of the following:
 - 1) A Current mid-career professional in a position with international affairs responsibilities. Normal expectation is for a minimum of eight (8) years of professional experience (preferred, but not necessarily all in international affairs).
 - 2) Bachelor's degree (or equivalent) required with recommended undergraduate GPA of 2.5 or higher (out of 4.0). Applicants with subsequent degrees or post-graduate work may be considered. (Greatest success is achieved when applicants have an undergraduate GPA of 3.0 or better.)
 - 3) Demonstrated intellectual ability, including current or potential language proficiency. In order to successfully complete the GMAP graduate program and receive their degree, students must pass a Tufts administered language proficiency exam demonstrating a "limited working proficiency" in speaking and "general professional proficiency: in reading. Limited working proficiency in speaking is defined as "able to satisfy routine demands and limited work requirements. Can handle routine work-related interactions that are limited in scope." General professional proficiency in reading is defined as "able to read within a normal range of speed and with almost complete comprehension on a variety of authentic prose material on unfamiliar subjects."
 - 4) Demonstrated leadership potential and the desire to succeed in the international arena.
 - 5) Additional factors:
 - (a) Of potential importance to a prospective student, note that (by Tufts' definition) this program is not geared for personnel who desire to continue their education with doctoral work. It is very likely that additional credit hours at the masters level would be required in relation to admission to a doctoral program.
 - (b) Additionally, it is not the DoD's/DSCA's desire to subsidize a second masters for any potential student. Although a person desiring to apply who already has a masters degree will be considered, the second masters opportunity (regardless of discipline or whether the USG covered those expenses) will be weighed heavily. A statement as to

the rationale of the individual's application should be addressed in separate comments to be used during the selection process.

- b. Tufts Qualifications: See Tufts website at <http://fletcher.tufts.edu/gmap/>.
2. Application Procedures: Specific application procedures and an outline of the overall admissions process are contained in this appendix. The DoD application requirements supplement those of the Fletcher School—covering only those requirements unique to the DoD process. The purpose of the additional DoD requirements is to eliminate confusion while ensuring necessary information is provided to the potential student and his or her organization.
 3. Student Academic Commitment: Participants are expected to complete the program within the normal twelve-month academic year. The following conditions apply to student sponsorship during the program:
 - a. Sponsorship by DoD/DSCA/Student's Owing Organization: The GMAP program is geared to be a one-year program, which includes satisfying all academic commitments (coursework, thesis, and completion of foreign language proficiency requirements of the Fletcher School). Tufts permits one additional year (at no expense to DoD or the individual) for a student to satisfy unmet requirements remaining following the formal academic year. The following provisions apply to students who go beyond that two-year period:
 - 1) The student will have one additional academic year (at the student's expense which would include payment of student continuation fees to Tufts – approximately \$700.00 per fall and spring semester (rate for 2011-2012 academic year and payable in those increments vice the GMAP II trimester system) to remain as an active student under Tufts provision for a Petition of Reinstatement) to satisfactorily complete all remaining graduation requirements. This provision gives the student two years beyond the original graduation date to complete GMAP II.
 - 2) Should a student not complete all remaining graduation requirements by the end of that second academic year (March or July, two years beyond original graduation date), DoD/DSCA and the student's owning organization reserves the right to revoke any continuing sponsorship. This is not an automatic decision. The Senior Selection/Review Panel, in conjunction with DISAM and with input from the student's supervisory chain, will consider all aspects of the student's academic performance, any extenuating circumstances, and the Continued Service Agreement (for civilians)/Active Duty Service Commitment (for military) to determine if any additional time will be granted to the student.
 - 3) The student will be formally notified of the determination of the Senior Selection/Review Panel by letter – as to additional time permitted to complete GMAP II or that official sponsorship has ended. The student will also be notified at that

time of any intent to recoup funds expended by DSCA for that student's GMAP II program (tuition/other expenses).

- b. The student may take action to terminate sponsorship. Situations could include student withdrawal for any reason during the formal academic year (after program has started) or at any subsequent time prior to that student's graduation). Additionally, should the student resign or retire from government service, sponsorship would terminate at that time. If the student is removed from government service, the government has the inherent right/responsibility to terminate sponsorship. In this case, the student will be formally notified of that termination by letter.
 - c. In the case of termination for any reason, DSCA (as the funding agent for the GMAP II program) reserves the right to seek financial reimbursement from the student for costs incurred by DSCA for their program. The student, as with the termination decision will be notified of the decision by DSCA to seek recoupment by formal letter. The student may apply in writing to the Senior Selection/Review Panel for their reconsideration of any recovery amount or to request a waiver of the agency's right to recover. To obtain a waiver, in whole or in part, the student must present information showing that recovery would be against equity and good conscience or against the public interest. Each potential student should be aware that termination of sponsorship could result in a substantial financial obligation as DSCA's financial commitment is half of the entire tuition amount (over \$30,000) as the student commences studies with the read period of the initial trimester. The student could potentially be held liable for that entire amount dependent upon situation and date of withdrawal from the program even at a very early date.
4. **Post-Schooling Commitment:** This commitment takes effect upon the individual student's graduation from the program, not necessarily the class graduation date. Should the student take more than the initial academic year to meet all requirements, this commitment will take effect at the time when all individual commitments have been met. This commitment is noted on the Applicant Acknowledgment section of the GMAP II application package, along with other responsibilities the applicant will have as a student. Additionally a copy of the form to be initiated upon GMAP II admission (SF 182 for civilian applicants/Service-specific Active Duty Service Commitment form for military applicants) is to be a part of the application package. Upon selection for admission, civilian applicants will provide the updated SF182 to DISAM noting it's processing by the employees organization and servicing civilian personnel activity. This form must be completed prior to the start of the GMAP II academic year and provided to DISAM prior to 1 March 2013. Otherwise the DSCA sponsorship may be revoked. Military members will provide their completed form to DISAM immediately (within 60 days) following graduation. Should any student not graduate with their class, that student will work with DISAM to ensure proper post-schooling commitment is accounted for. See Appendix D, GMAP II Applicant Acknowledgements for individual applicant responsibilities.
- a. **Civilian Applicants:** A three-year extended duty commitment to continue U.S. DoD service in the international affairs arena. Although not a part of this guidance package, a

pre-formatted SF182 with GMAP II applicable information already filled in is available on the DISAM website to be used in conjunction with application packages. Individual simply needs to fill in personal information; all appropriate GMAP II-related information applicable to the cost and service agreement dates are filled in and should be reviewed by the applicant prior to submission.

Military Applicants: An active duty service commitment in accordance with their specific MILDEP policy. A copy of the initiated form as required by the applicant's Service is to be a part of the application package. The sponsoring organization (the organization submitting the sponsorship memo within the application package) is responsible for ensuring that the initiated form is completed and processed upon the member's graduation from the program to ensure this commitment is met.

- c. In the case of failing to comply with the Continuous Service Agreement, , DSCA (as the funding agent for the GMAP II program) reserves the right to seek financial reimbursement from the student for costs incurred by DSCA for their program. The student may apply in writing to the Senior Selection/Review Panel for their reconsideration of any recovery amount or to request a waiver of the agency's right to recover. To obtain a waiver, in whole or in part, the student must present information showing that recovery would be against equity and good conscience or against the public interest.

APPENDIX C
GLOBAL MASTER OF ARTS (GMAP) II
APPLICATION AND SELECTION PROCESS

APPLICATION AND SELECTION PROCESS

The following process will be used in candidate processing and selection for GMAP II:

1. Applicants will accomplish all requirements and supply all supporting documents required within the Tufts standard application process (<http://Fletcher.Tufts.edu/GMAP>). If anything required by Tufts is not submitted by the closeout date of accepting applications, the application will not be considered. However, applicants applying for the program under DSCA sponsorship should further follow all requirements within the GMAP II application on the DISAM web site (<http://www.disam.dscamilitary.com/gmapII/gmapII.asp>) which incorporates all TUFTS requirements with the following additions/clarification:
 - a. Two letters of recommendation are required; one must be from their current immediate supervisor (In the case of Combatant Command members – individual’s Commander). Letters are to be signed, sealed, and enclosed in the application package as required by Tufts. MILDEPs/DISAM will open these letters for evaluation.
 - b. A sponsorship letter is required from the applicant’s unit commander or DoD component head and directed to DISAM. (In the case of Combatant Command members – command staff or SAO personnel – a letter must come from appropriate Combatant Command staff directorate (i.e., J4/J5)). This letter must be written on your organizations letterhead and be addressed to DISAM. Required comments:
 - 1) Organization’s endorsement of applicant’s participation in the program
 - 2) Confirmation of the funding source of the applicant’s billet(FMS funded billet, O&M, or specified program).
 - 3) Statement acknowledging awareness of the time demands and willingness to grant time off for the applicant to complete school work as the mission permits
 - 4) Confirmation that the applicant’s organization will provide the necessary time off for the applicant to attend the mandatory three two-week residencies
 - 5) Confirmation that the applicant’s organization will support GMAP March or GMAP July Class participation (either or both) based on the preference of the applicant.
 - 6) The Command sponsorship letter for active duty military applicants will include the member’s planned/anticipated rotation date and how this graduate program will specifically impact the individual’s anticipated role within the Security Cooperation workforce in current and future assignments.

- c. Within their essay responses, applicants should note the applicability of GMAP II to their international affairs responsibilities, current or desired, and the three biggest issues/concerns that their organizations face in carrying out their international affairs mission.
 - d. Transcripts may be submitted (official or unofficial) for DoD consideration; however, official transcripts are desired. If not submitted with the original package to the respective MILDEP, DSCA, or DISAM, Tufts will require an official copy prior to finalizing admission. Official transcripts from all colleges or universities attended, to include previous masters work is mandatory for submission.
 - e. The cost and financial aid statement in the Tufts application package is not applicable to government-sponsored applicants.
 - f. Each applicant will sign a statement acknowledging full- or part-time status of his or her participation in GMAP II and the service commitment incurred (civilian/military), commitment to readily provide grades and thesis information to DISAM, and understanding of computer ownership. An example of this statement is included as Appendix C, but the actual statement is included in the GMAP II application on the DISAM website (<http://www.disam.dsca.mil/gmapII/gmapII.asp>).
2. Once the application package is complete, the applicant is required to forward the original application package through his/her local chain of command (includes Combatant Command Staff Directorate for Combatant Command personnel) for the required endorsement and forwarding to the appropriate POC. The deadline for application packages to reach the applicable MILDEP POC (DISAM – for non-MILDEP DoD civilians) is 1 October of the year preceding the start of class.
 3. Each MILDEP, DSCA, and DISAM will conduct respective selection processes for their applicants, and nominate candidates (See previous Appendix A, attachment 2 for flow of packages).
 4. MILDEPs will forward their nomination packages to DISAM arriving NLT 30 November. DISAM will ensure all nomination packages are forwarded to the Fletcher School at Tufts, arriving NLT 30 December – as soon as possible following the Senior Selection/Review Panel session. Additionally, prior to forwarding nomination packages to the Fletcher School, DISAM will contact each potential selectee to ensure no personal difficulties are anticipated were the applicant selected for sponsorship.
 5. The Fletcher School GMAP II admissions committee will review candidates' application packages forwarded by DISAM.
 6. As soon as possible, admission notification for those selected will be sent by the Fletcher School to DISAM/MILDEP POCs, who will in turn notify the individual via their chain of command. The Fletcher School will notify those admitted as well. Notifications will be made as timely as possible to give as much notice as possible to each student. Applicants not selected, will be notified by their respective MILDEP/DISAM POC, with as much feedback as possible in order for the prospective applicant to improve chances for a successful

submission at a future date. For each non-selected applicant, DISAM and/or the MILDEP will forward an alternate candidate package (through DISAM) to Tufts for consideration.

7. Students will begin courses in March or July of the following calendar year.

APPENDIX D
GLOBAL MASTER OF ARTS (GMAP) II
APPLICANT ACKNOWLEDGMENTS

Acknowledgment and agreement in the areas below are required to be considered for nomination to this program. Please initial each item and sign and date below where indicated.

There may be an opportunity in the 2013-2014 Academic Year for students to enter GMAP in either March 2013 (complete March 2014) or July 2013 (complete July 2014). Based on that potential opportunity, I would like to be considered for: (Initial as appropriate/desired.)

_____ -- March 2013-March 2014 Class Only.

_____ -- July 2013-July 2014 Class Only.

_____ -- I am willing to participate in either Class opportunity (March or July).

II. Sponsorship:

I understand, and agree to, the terms of the student academic commitment and DoD/DSCA and my owning unit's sponsorship noted within Appendix B, Student Supplemental Information. I understand that should I not complete all remaining graduation requirements by the end of that second academic year (March or July two years beyond original graduation date as applicable), DoD/DSCA and my owning organization reserves the right to revoke continuing sponsorship and consider any reimbursement of funds expended by DSCA for my GMAP II program to the US Government.

I understand, and agree that failure to complete the GMAP II program in the allotted 12 month schooling period will result in additional expenses. These additional expenses are not the responsibility of Tufts University, DSCA or my owning organization.

III. Part-time Status:

I understand, and agree, the GMAP II is a part-time endeavor on my part for the appropriate academic period specified by the enrollment. My normal duties factor into my decision to participate in GMAP II and I will work with my supervisory chain to complete this program and its academic and travel requirements.

APPENDIX D

Continued

IV. Service Commitment Statement of Understanding and Agreement (Initial appropriate entry):

CIVILIAN PERSONNEL

I understand, and agree, that upon completion of GMAP II, I will serve in the Department of Defense for three (3) times the length of the training period. If I voluntarily leave the agency before completing the period of service, I agree to reimburse the agency for fees, such as tuition and related fees, travel, and other special expenses paid in connection with this training. These fees exclude salary I have attached the SF182 which is to be finalized upon my admission to the program based upon the class attending (March or July). A copy of that finalized form will be provided to DISAM NLT 1 Mar 2013, prior to the initiation of the GMAP II academic year. Should I not graduate with my class, I will work with DISAM to ensure an updated form is completed based on individual hold-over requirements/actual graduation. I understand and agree that should DoD sponsorship, or the sponsorship of my owning organization be revoked, DoD may recoup funds from me expended for my participation in the GMAP II program.

MILITARY PERSONNEL

I understand, and agree, that upon completion of GMAP II, I incur an active duty service commitment per established policies of my MILDEP/Service Agency. I have attached the appropriate Active Duty Service Commitment form which is to be finalized between my owning organization and my servicing Military Personnel Office upon my completion of the program. A copy of that finalized form will be provided to DISAM within 60 days following my graduation. Should I not graduate with my class, I will work with DISAM to ensure this action is completed based on individual hold-over requirements/actual graduation.

V. Grades and Thesis Information:

GRADES

I agree to provide my individual trimester grades to DISAM, to arrive not later than 15 days after receipt from Tufts University/Fletcher School. The points of contact for this is are Dr Ron Reynolds or Mr Greg Sutton, DISAM/DR, 2475 K Street (Bldg 52, Area B), Wright-Patterson AFB, OH 45433-7641.

APPENDIX D
Continued

THESIS

I agree to provide DISAM with information regarding my thesis (i.e. subject, in-process status, and a copy after successful defense). I understand that the thesis abstract will be loaded into the GMAP II database maintained by DISAM, but will not be published in the DISAM Journal without the author's consent and proper Public Affairs release. The point of contact is Mr Greg Sutton, DISAM/DR.

VI. Computer Ownership

I understand, and agree, that the laptop computer provided by the Fletcher School for the purposes of completing GMAP II, belongs to the Government and that upon completion of GMAP II, and I will follow DISAM instructions for the disposition of the computer.

Signature

Date