



# DoD Cyber Scholarship Program (CySP)

## DoD Component Requirements – Quick Reference Guide

### Retention Students – I want to send my current employee to get an advanced degree or an associate's degree in cyber

- Students must apply using the DoD Cyber Scholarship Memo
- Provide the DoD CySP Program Office (PO) a point of contact
- Collect and rank order your applications
- Send entire application package to the DoD CySP PO

#### CySP Provides:

- Full tuition, books, and fees for students
- Oversight for student issues

#### DoD Agency Provides:

- Announcement of the program to your employees
- Collection, endorsement, and ranking of qualified student applications IAW DoD Cyber Scholarship Memo
- Approval for possible time away from the job so student may attend one of the full-time programs or a flexible work schedule to allow part-time opportunities
- Funding of possible travel/PCS funds (Not always required; depends on program and school selection)
- Continued paid salary while in the program
- A position utilizing the returning student's degree area

#### IMPORTANT DATES:

Applications are due to NSA no later than March 05, 2021.

#### QUESTIONS:

Talk with the DoD CYSP Program office at:  
[AskCySP@nsa.gov](mailto:AskCySP@nsa.gov)

### Recruitment Students – I want to hire new cyber talent

- Send email to [AskCySP@nsa.gov](mailto:AskCySP@nsa.gov) stating that you would like to participate in the program and provide POC(s)
- Determine the amount of students you would like to hire and provide that information to the DoD CySP PO. This number is not set in stone, you may select more or less when the time comes
- Review the available student database and select the scholarship applications you would like to read
- Create a rank order list of the students you would like to hire. Always select a few more than the number of students you can hire. Many students are in high demand and another agency may select that student as well
- Participate in the DoD CySP "Football Draft Pick" in the March/April timeframe. This is your opportunity to bargain with other agencies to get the students you want. This is also where those few additionally selected students come in handy
- DoD CySP PO will provide signed student acceptance letters to your POC
- POC will contact students within 2 months of receiving letters. Provide students a timeline of when clearance / hiring processing will begin
- Provide DoD CySP PO the amount required for summer internship costs (salary)
- Provide information about summer internship to student
- Process students for permanent placement upon graduation

#### CySP Provides:

- List of available students
- Oversight for student issues
- Funding for scholarships & summer internships (salary and travel)

#### DoD Agency Provides:

- Point of contact
- Billet for student to be hired against
- Funding for clearances
- Salary upon permanent hire

#### IMPORTANT DATES:

Billet Allocation Requirements due to NSA no later than January 29, 2021 to begin the process.

#### QUESTIONS:

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[AskCySP@nsa.gov](mailto:AskCySP@nsa.gov)