

Student Application Preparation Instructions

1. Students must use current forms for 2021-2022 application cycle.
2. Form must be electronically filled out. Unless prior arrangements have been made with the DoD CySP Program Office, hand-written applications (other than signatures/initials) will not be accepted.
3. Applications missing any required documents will automatically be disqualified.
4. Students who are currently receiving funds from a scholarship program that also require a service obligation upon graduation are not eligible to apply for the DoD CySP.
5. Anticipated Final Graduation Date is for the degree program you are applying for scholarship support. Any applications that indicate a graduation date earlier than May 2022 will not be eligible.
6. Transcripts: An official transcript is the institution's certified statement of the student's academic record. The official paper transcript is printed on security sensitive paper and contains the institution's seal as well as a signature of the institution's registrar. Augusta University requires you submit a paper and not electronic transcript. Applications arriving without official transcripts will be deemed incomplete.
7. Students should not attach copies/pictures of social security cards, driver's license, passports, military identification, credit cards, degrees, certificates, and any other type of personally identifiable information. If any of these items are attached the application will not be accepted.
8. Letters of Recommendation should be an original version, not a copy, on official company/institution letterhead, include the contact information to confirm the letter is valid (full name, mailing address, phone number, email address) and must be signed by the author. Emailed letters will not be accepted.
9. Students must submit resumes that follow the prescribed resume template provided by the Department of Defense Cyber Scholarship program office. Resumes should be limited to no more than 2 pages and should at a minimum include the following:
 - Education: include degrees, institutions, location, date of graduation (or expected date of graduation); major/minor fields; GPA
 - Experience: jobs, internships, and/or volunteer work. Include name of company, position, and dates employed. List at least three important tasks, accomplishments, or skills gained at each job. Also identify any clearance level held. It is important that you identify the number of hours per week you worked.
 - Skills: include computer systems; programs which you are proficient. Include foreign languages. List any other skills, certifications, clearance levels you may hold.
10. Paper applications must be printed single sided on plain white 8 ½ x 11 paper.
11. Paper applications may be held together by a paper clip, rubber band, or binder clip. Do not staple or place in a binder.
12. Students are responsible for submitting a complete paper application to the CySP point of contact on campus.

Order of documents for new student application:

- a. DoD CySP New Student Application Form (Attachment D)
- b. Official Transcripts
- c. Resume
- d. Separate List: Awards, Honors, and Distinctions (page 5 of the New Student Application)
- e. 2 Letters of Reference
- f. OF612 Supplemental Competency Statement (page 6 of the New Student Application)

Vital note: Keep AU transcripts in sealed envelope. Mr. Bacha will open and verify transcripts upon submission and place in correct part of overall application.