



## DoD INSTRUCTION 1025.09

### SCIENCE, MATHEMATICS, AND RESEARCH FOR TRANSFORMATION DEFENSE EDUCATION PROGRAM

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<b>Originating Component:</b>	Office of the Under Secretary of Defense for Research and Engineering
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<b>Approved by:</b>	Heidi Shyu, Under Secretary of Defense for Research and Engineering

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**Purpose:** In accordance with the authority in DoD Directive (DoDD) 5137.02 and the guidance in Section 4093 of Title 10, United States Code (U.S.C.), this issuance:

- Establishes policy, assigns responsibilities, and provides procedures for carrying out the Science, Mathematics, and Research for Transformation (SMART) Defense Education Program, referred to in this issuance as the "SMART Scholarship Program" (SSP).
- Provides procedures for designating the SSP Program Manager.
- Provides authorities, procedures, and processes for SSP debt establishment, administrative debt reviews, and waiver applications.
- Establishes an SSP Advisory Council.

## TABLE OF CONTENTS

SECTION 1: GENERAL ISSUANCE INFORMATION .....	3
1.1. Applicability. ....	3
1.2. Policy. ....	3
1.3. Information Collections. ....	3
SECTION 2: RESPONSIBILITIES.....	4
2.1. Under Secretary of Defense for Research and Engineering (USD(R&E))......	4
2.2. Deputy Chief Technology Officer for Science and Technology (DCTO(S&T)). ....	4
2.3. Under Secretary of Defense for Personnel and Readiness (USD(P&R)). ....	5
2.4. Director, Defense Finance and Accounting Service (DFAS). ....	5
2.5. Inspector General of the Department of Defense .....	6
2.6. DoD Component Heads. ....	6
SECTION 3: SSP ADVISORY COUNCIL .....	8
3.1. Composition.....	8
3.2. Function. ....	8
SECTION 4: SSP PROGRAM MANAGER .....	9
SECTION 5: SSP PROCEDURES.....	11
5.1. Application.....	11
5.2. Evaluation. ....	11
5.3. Selection, Approval, and Award. ....	11
5.4. Sponsoring Facility Site Visit. ....	12
5.5. Degree Pursuit.....	12
5.6. Internship and Mentoring.....	13
5.7. Graduation and Hiring. ....	13
5.8. Debt Collection. ....	13
GLOSSARY .....	16
G.1. Acronyms. ....	16
G.2. Definitions.....	16
REFERENCES .....	18

## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.**

This issuance applies to the OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

### **1.2. POLICY.**

Pursuant to Section 4093 of Title 10, U.S.C., it is DoD policy to carry out a program to provide financial assistance to eligible personnel by awarding scholarships in exchange for a period of obligated service to the DoD.

### **1.3. INFORMATION COLLECTIONS.**

The SMART Information Management System database, referred to in Paragraph 2.2.i. of this issuance, has been assigned Office of Management and Budget control number 0704-0466 in accordance with the procedures in Volume 2 of DoD Manual 8910.01. The expiration date of this information collection can be found on the Office of Information and Regulatory Affairs website at <https://www.reginfo.gov/public/do/PRASearch>.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. UNDER SECRETARY OF DEFENSE FOR RESEARCH AND ENGINEERING (USD(R&E)).**

Pursuant to DoDDs 5100.01 and 5137.02, the USD(R&E) administers the SSP.

### **2.2. DEPUTY CHIEF TECHNOLOGY OFFICER FOR SCIENCE AND TECHNOLOGY (DCTO(S&T)).**

Under the authority, direction, and control of the USD(R&E), the DCTO(S&T) or their designee:

a. Determines the science, technology, engineering, and mathematics (STEM) skills and disciplines critical to the DoD's national security functions and needed in the DoD workforce, in conjunction with the DoD Components and in accordance with Section 4093 of Title 10, U.S.C.

b. Determines the period of obligated service for a recipient of SSP-provided financial assistance as well as the terms and conditions of the SSP service agreement necessary to protect the Government's interests or are otherwise appropriate for carrying out the requirements of Section 4093 of Title 10, U.S.C. and this issuance.

c. Has the authority to waive, in whole or in part, an SSP participant's (SSPP) obligation to refund any or all Federal funds received as an SSPP in accordance with Section 4093 of Title 10, U.S.C., and this issuance, upon a determination that requiring the SSPP to refund the SSP would be against equity, good conscience, or would be contrary to the best interests of the United States.

d. Develops policies, provides oversight, makes recommendations, prescribes guidance, and conducts evaluations of or for the SSP.

e. Develops and initiates plans, actions, and tasking for executing SSP policies and objectives, in accordance with Section 4093 of Title 10, U.S.C., and ensures that such plans, actions, and tasking are designed to accommodate operational requirements and achieve designated or desired performance outcomes.

f. Designates the SSP Program Manager. The SSP Program Manager is detailed from their DoD Component to the Office of the USD(R&E) and provides daily administrative support and management of the SSP in accordance with Section 4 of this issuance.

g. Provides funding to the DoD Component from which the SSP Program Manager is detailed in order to fully fund the SSP Program Manager's labor, travel, and miscellaneous costs associated with the detail, as provided via a memorandum of agreement between the DCTO(S&T) and the DoD Component that employs the SSP Program Manager.

- h. Works with the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense, and the SSP Program Manager to determine desired future funding levels needed to execute the SSP.
- i. Determines and develops standard forms and documents required for the collection of SSPP information to carry out the SSP. Ensures that the collection, use, maintenance, and distribution of personally identifiable information (PII) within the SMART Information Management System database is in accordance with Section 552a of Title 5, U.S.C.; DoD Instruction 5400.11; and DoD 5400.11-R.
- j. Develops policy and guidance for standard SSP application documents and procedures.
- k. Represents the Secretary of Defense on SSP matters concerning other Federal departments and agencies.
- l. Interacts with DoD boards, DoD committees, and other DoD organizations relating to the SSP.
- m. Conducts an administrative review for validity of an established SSP debt, or the amount thereof, upon request from an SSPP.
- n. Ensures that SSP stipends and benefits are paid to SSPPs, and that SSPPs' tuitions are paid to SSPPs' academic institutions. Distributes funds directly to DoD facilities participating in the SSP (sponsoring facilities) for the purpose of providing certain benefits to SSPPs who are employed by a DoD Component at the time of the SSPP's SSP award (i.e., retention scholars). The DCTO(S&T) or their designee may instead, at their discretion, distribute funds for retention scholars to the DoD Components to distribute to their respective sponsoring facilities on behalf of the SSP.

### **2.3. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)).**

In accordance with Section 4093 of Title 10, U.S.C., the USD(P&R) establishes policies and prescribes procedures to support the SSP regarding recruiting, educating, and hiring SSPPs.

### **2.4. DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS).**

Under the authority, direction, and control of the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense, the Director, DFAS:

- a. Is responsible for collecting established SSP debts owed to the DoD.
- b. Provides regular updates to the DCTO(S&T) and the SSP Program Manager on the amounts collected against established SSP debts.

c. Ceases SSP debt collection actions and provides refunds to SSPPs, at the direction of the DCTO(S&T) or their designee, as necessitated by a change in an SSPP's debt status.

## **2.5. INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE**

The Inspector General of the Department of Defense will initiate, conduct, supervise, and coordinate audits, investigations, evaluations, or inspections of the SSP, as the Inspector General of the Department of Defense considers appropriate, pursuant to the Inspector General Act of 1978, as amended, in the Appendix of Title 5, U.S.C. as amended, and DoDD 5106.01.

## **2.6. DOD COMPONENT HEADS.**

The DoD Component heads of DoD Components participating in the SSP:

a. Designate an individual to serve as the DoD Component execution lead (CEL). The DoD CEL:

(1) Ensures their Component's compliance with Section 4093 of Title 10, U.S.C., the SSP Sponsoring Facility Toolkit, and with all other SSP policies and procedures, including those regarding SSP application, selection, awards, site visits and orientations, degree pursuit, internship, mentoring, graduation, and hiring.

(2) Represents their Component on the SSP Advisory Council and assists in developing program improvements for the SSP and other policy recommendations used to execute the SSP for use by the DCTO(S&T) and the SSP Program Manager.

(3) Approves or denies modifications to SSP service agreements on behalf of their Component.

(4) Participates in SSP audits and evaluations and advises the SSP Program Manager of SSP-related issues, policy, and oversight concerns.

(5) Determines whether an SSPP has defaulted on their SSP service agreement, as outlined in Section 4093 of Title 10, U.S.C., and Paragraph 5.8. of this issuance.

(6) Determines the appropriate amount to be refunded to the United States by an SSPP in default of their SSP service agreement, as provided in Section 4093 of Title 10, U.S.C., and Paragraph 5.8. of this issuance.

(7) Provides recommendations to the SSP Program Manager in accordance with Paragraph 4.s. of this issuance regarding which sponsoring facilities (SFs) within their respective Component may participate in the SSP, or conversely, which SFs within their Component should be disqualified from further participation in the SSP based on a demonstrated inability to execute the requirements of the SSP according to applicable policies and procedures.

(8) Determines how many applicants each SF within their Component may select for potential SSP award annually, in accordance with Paragraphs 4.e. and 5.3. of this issuance.

(9) Approves selections made by their Component's SFs for potential SSP award.

(10) Signs SSP service agreements on behalf of their Component in accordance with Paragraph 5.3. of this issuance.

(11) Ensures their Component's SFs process and maintain all security clearances for their SSPPs in accordance with DoD Manual 5200.02, and issue the required credentials for physical and logical access to the SF's installation and computer networks.

b. Pursuant to Section 4093 of Title 10, U.S.C., may, without regard to any provision of Section 3304 of Title 5, U.S.C., that governs the appointment of employees to competitive service positions within the DoD, appoint an SSPP to a DoD position in the excepted service if such SSP:

(1) Has successfully completed the SSP educational requirements.

(2) At the time of such appointment, owes a service commitment to the DoD.

(3) Meets the necessary qualification and security requirements for appointment.

c. May convert an SSPP's excepted service appointment to a career or career conditional appointment, without further competition, once the SSPP has satisfactorily completed 2 years of substantially continuous service, pursuant to Section 4093 of Title 10, U.S.C.

## **SECTION 3: SSP ADVISORY COUNCIL**

### **3.1. COMPOSITION.**

The SSP Advisory Council is comprised of the SSP Program Manager, the DoD CELs, and representatives from the Office of the DCTO(S&T) and the Office of the USD(P&R). Additional members may be added to the SSP Advisory Council at the SSP Program Manager's discretion. All SSP Advisory Council members must be Federal Government employees or active-duty Service members.

### **3.2. FUNCTION.**

The SSP Advisory Council:

- a. Convenes at the SSP Program Manager's request or at the request of any other SSP Advisory Council member.
- b. Develops SSP procedural guidance, suggested SSP improvements, and SSP policy recommendations for use by the DCTO(S&T).
- c. Recommends strategies for recruiting potential future SSP applicants in emerging STEM skills and disciplines that are critical to national security functions and are needed in the future DoD workforce.
- d. Serves in an advisory capacity to the DCTO(S&T).



## SECTION 4: SSP PROGRAM MANAGER

The SSP Program Manager:

- a. Is nominated in accordance with Paragraph 2.2.f. of this issuance, and provides leadership and day-to-day administrative support of the SSP.
- b. Facilitates standardized implementation of the SSP across the DoD Components participating in the SSP, to ensure conformance with:
  - (1) Section 4093 of Title 10, U.S.C.
  - (2) All SSP policies and procedures, including those governing application, selection, awards, SF site visits, degree pursuit, internships, mentoring, graduation, and hiring.
- c. Is a Federal Government employee or full-time Service member detailed from a DoD Component to the Office of the USD(R&E) for a period of 2 to 4 years, in accordance with the terms of the memorandum of agreement described in Paragraph 2.2.g. of this issuance.
- d. Develops an annual budget for the SSP in alignment with funding provided by the DCTO(S&T) in accordance with Paragraph 2.2.h. of this issuance.
- e. Determines the amount of funds available for each academic year to be used for existing SSP awards and to make new SSP awards and determines how those funds will be allocated to the DoD Components.
- f. Develops SSP application processes and procedures and verifies SSP applicants' eligibility in accordance with Paragraph 5.1. of this issuance.
- g. May establish a panel to evaluate applications to the SSP in accordance with Paragraph 5.2. of this issuance.
- h. Recommends qualified SSP applicants to the participating SFs for potential selection and SSP award in accordance with Paragraph 5.3. of this issuance.
- i. Offers SSP awards to SSPPs after an SSPP's: selection by a participating SF and the respective DoD CEL's approval of the award and program budget, in accordance with Paragraph 5.3. of this issuance.
- j. Publishes timelines for the SSP application, review, and award periods.
- k. Authorizes payment distributions to SSPPs and academic institutions according to the SSP service agreements.
- l. Annually publishes an SSP Scholar Handbook that communicates all SSP requirements and policies to SSPPs.

m. Assists the SFs with SSPP hiring by providing academic transcripts or other necessary documentation.

n. Advises the DCTO(S&T) or their designated official of issues regarding the SSP's administration and recommends improvements to the SSP.

o. Regularly convenes SSP Advisory Council meetings as described in Section 3 of this issuance.

p. Develops metrics to evaluate SSP performance and results, including policy compliance and the SSP's effectiveness and efficiency.

q. Advises and supports the DoD Components and the DoD CELs with procedures for establishing debts for former SSPPs who have defaulted on their SSP service agreement in accordance with Section 4093 of Title 10, U.S.C.; Volume 5 of DoD 7000.14-R; and Paragraph 5.8. of this issuance.

r. Provides representation, as an OSD representative, on DoD boards, committees, and other groups pertaining to the SSP.

s. Approves new SFs from within the DoD Components for participation in the SSP; and disqualifies SFs from further participation in the SSP, based on an SF's demonstrated inability to execute the requirements of the SSP according to any policies and procedures, as determined by the SSP Program Manager. The SSP Program Manager may consider recommendations from the DoD CELs prior to approving or disqualifying SF participation.

## SECTION 5: SSP PROCEDURES

### 5.1. APPLICATION.

SSP applications are received in accordance with the schedule published by the SSP Program Manager in accordance with Paragraph 4.j. of this issuance. SSP applicants respond to a series of questions and prompts, and their responses are used to assess the applicants' technical qualifications and eligibility for participation in the SSP.

### 5.2. EVALUATION.

The SSP Program Manager:

a. Determines a set of minimum criteria, updated annually with input from the SSP Advisory Council, meant to assist SFs in assessing applicant's technical qualifications and skillsets. These criteria consider current workforce requirements for the STEM skills and disciplines critical to the DoD's national security functions needed in the DoD workforce.

b. May additionally convene and manage an evaluation panel to further assess SSP applications, in accordance with Paragraph 4.g. of this issuance. The evaluation panel, if convened, should consist of individuals who are experts in relevant STEM disciplines who may be faculty members from academic institutions, full or permanent part-time Federal Government employees, and/or active-duty Service members.

c. Provides a list of qualified SSP applicants to the participating SFs for potential selection and SSP award.

### 5.3. SELECTION, APPROVAL, AND AWARD.

a. DoD CELs allocate the number of SSP applicants each SF in their respective DoD Component may select, based on the budget allotted to each DoD Component by the SSP Program Manager, in accordance with Paragraphs 4.d. and 4.e. of this issuance.

b. SFs select and prioritize SSP applicants for potential SSP award based on the SFs' future technical workforce needs

c. DoD CELs approve SSP applicant selections and prioritizations made by the SFs in their DoD Component and provide prioritized lists of approved SSP applicants selected for SSP award to the SSP Program Manager.

d. The SSP Program Manager offers SSP awards to applicants, according to the prioritized list of approved SSP applicants selected for SSP award from the DoD CELs and SFs, within the limitations of the annual budget, in accordance with Paragraphs 4.d. and 4.e. of this issuance.

e. SSP awards are finalized when the awardee and the responsible DoD CEL sign an SSP service agreement, at which point the SSP awardee becomes an SSPP. To participate in the SSP, including receiving financial assistance through the SSP, the SSPP must agree that:

(1) If they are already a DoD employee at the time of award, they will continue DoD employment for the period of obligated service as determined by the DCTO(S&T) or their designated official in accordance with Paragraph 2.2. of this issuance.

(2) If they are not a DoD employee at the time of award, they will accept and continue DoD employment for the period of obligated service as determined by the DCTO(S&T) or their designated official in accordance with Paragraph 2.2. of this issuance, or with a public or private entity outside of the DoD if the DoD CEL concerned:

(a) Is unable to find an appropriate DoD position for the SSPP after they have graduated from the SSP-funded academic program; and

(b) Determines, with the SSP Program Manager's concurrence, that the SSPP's employment with a public or private entity outside of the DoD for their period of obligated service would provide a benefit to the DoD.

(3) The period of obligated service is in addition to any other period for which they are obligated to serve in the United States civil service.

(4) They will comply with the SSP requirements set forth in the SSP service agreement, including the requirements in the SSP Scholar Handbook.

f. SSP awards are funded for a maximum of 5 years per award.

#### **5.4. SPONSORING FACILITY SITE VISIT.**

All SSPPs must complete an SF site visit to obtain detailed information about the SSP, their SF, and the DoD Component with which they will be performing their period of obligated service.

#### **5.5. DEGREE PURSUIT.**

The DoD CELs, with support from the SSP Program Manager, will:

a. Monitor SSPPs' academic performance and notify the SSP if an SSPP fails to maintain satisfactory academic progress, as defined in the SSP Scholar Handbook.

b. Ensure that all SSPPs provide the required documentation for the academic program for which the SSP scholarship is awarded.

c. Discuss, document, and address academic performance issues that do not meet SSP requirements.

## **5.6. INTERNSHIP AND MENTORING.**

Internships and professional mentoring are critical to ensuring SSPP success and that the DoD successfully acquires the STEM skills needed in the DoD workforce. The DoD Components and their SFs will:

- a. Host internships for their selected SSPPs.
- b. Provide professional guidance relating to the SSPPs' academic pursuits such that each SSPP can be successfully assimilated into their workforce upon completion of their SSP-sponsored degree.
- c. Inform the SSP Program Manager on issues regarding an SSPP's professional conduct or performance during the internship. Only the SSP Program Manager may determine when an SF's sponsorship of an SSPP is no longer viable.

## **5.7. GRADUATION AND HIRING.**

An SSPP who successfully completes their SSP-sponsored degree and receives a security clearance in accordance with the requirements of their SSP service agreement is eligible for employment with the DoD. An SF may hire an SSPP non-competitively in accordance with Paragraph (d) of Section 4093 of Title 10, U.S.C., and this issuance. An SF will employ an SSPP for the duration of the SSPP's service obligation period as detailed in their SSP service agreement, unless the SSPP is removed from employment by their SF on the basis of misconduct or voluntarily terminates their employment.

## **5.8. DEBT COLLECTION.**

- a. An SSPP is in default of their SSP service agreement if the SSPP:
  - (1) Voluntarily fails to complete their SSP-sponsored degree for which the SSP has provided financial assistance;
  - (2) Fails to comply with SSP requirements set forth in their SSP service agreement including the requirements in the SSP Scholar Handbook;
  - (3) Is dismissed from the SSP;
  - (4) Withdraws from the SSP;
  - (5) Voluntarily terminates employment with the approved SF as indicated in their SSP service agreement before completing their required period of obligated service; or
  - (6) Is removed from employment on the basis of misconduct before completing their required period of obligated service.

b. For debts arising pursuant to the provisions of Section 4093 of Title 10, U.S.C., the DoD CELs determine the appropriate amount to be refunded to the United States in accordance with SSP policies set by the SSP Advisory Council, Volume 5 of DoD 7000.14-R, and Paragraph (e) of Section 4093 of Title 10, U.S.C.

c. If a DoD CEL establishes a debt for a former SSPP who is in default of their SSP service agreement (a “defaulted scholar”):

(1) The DoD CEL, on behalf of the DoD Component, signs a debt establishment letter for the defaulted scholar and provides it to the SSP Program Manager.

(2) The SSP Program Manager mails the debt establishment letter and a debt notification letter and instructions for requesting an administrative review or applying for a waiver to the defaulted scholar.

(3) The defaulted scholar may request documentation related to their debt, request an administrative review to dispute the amount and validity of their debt, and/or apply for a waiver within 30 days of the date on their debt establishment letter and debt notification letter. No collection activities may commence during the 30-day period after the debt notification letter has been sent to a defaulted scholar, nor prior to completion of an administrative review if requested by the defaulted scholar within this 30-day period.

(4) A defaulted scholar may choose to repay their debt in full or request a payment plan from DFAS without requesting an administrative review or applying for a waiver.

(5) The DCTO(S&T) or their designee performs administrative reviews of debt disputes and considers waiver applications, and makes determinations related thereto, in accordance with Paragraph 2.2. of this issuance. The result of an administrative review or decision on a waiver application is communicated in writing to the defaulted scholar.

(6) The SSP Program Manager instructs DFAS to initiate collection if the defaulted scholar does not make a request for an administrative review or apply for a waiver within 30 calendar days of the date on the debt notification letter, and if the administrative review or waiver application does not change the determination of debt.

(7) A defaulted scholar can also request an administrative review or apply for a waiver after their debt has been referred to DFAS for collection; however, collection activities and interest accrual on the defaulted scholar’s debt may continue while the debt dispute or waiver application is reviewed by the DCTO(S&T) or their designee.

d. If the DoD CEL determines there is no debt to establish:

(1) The DoD CEL, on behalf of the DoD Component, signs the determination of no debt notification letter and provides it to the SSP Program Manager.

(2) The SSP Program Manager mails the determination of no debt notification letter to the defaulted scholar.

e. If an administrative review by the DCTO(S&T) or their designee determines a valid debt exists, but for an amount less than initially established, or if an administrative review or application for a waiver results in a determination of no debt or a decision to waive some or all of a debt:

(1) The DCTO(S&T) or their designee signs a letter informing the defaulted scholar that the debt amount was found to be incorrect, the debt is invalid, or the debt has been waived (in full or in part).

(2) The DCTO(S&T) or their designee signs a debt modification letter informing DFAS of any changes in the defaulted scholar's debt amount and whether it is necessary to refund any amounts overpaid and/or already paid on the debt.

(3) The SSP Program Manager mails the determination letter to the defaulted scholar and provides the debt modification letter to DFAS.

f. A defaulted scholar's obligation to make a refund and reimburse the United States is, for all purposes, a debt owed to the United States.

g. If a defaulted scholar's debts are discharged in bankruptcy under Title 11, U.S.C., less than five years after they have defaulted on their SSP service agreement, the debt arising under their SSP service agreement is not discharged in the bankruptcy, pursuant to Paragraph (e) of Section 4093 of Title 10, U.S.C.

h. Any SSP refund will be collected in accordance with the procedures established by DoD 7000.14-R, applicable policies and procedures established by agreements with DFAS, and any applicable debt collection policies and procedures of the DoD Component concerned.

## GLOSSARY

### G.1. ACRONYMS.

<b>ACRONYM</b>	<b>MEANING</b>
CEL	Component execution lead
DCTO(S&T)	Deputy Chief Technology Officer for Science and Technology
DFAS	Defense Finance and Accounting Service
DoDD	DoD directive
PII	personally identifiable information
SMART	Science, Mathematics, and Research for Transformation
SF	sponsoring facility
SSP	SMART Scholarship Program
SSPP	SSP participant
STEM	science, technology, engineering, and mathematics
U.S.C.	United States Code
USD(P&R)	Under Secretary of Defense for Personnel and Readiness
USD(R&E)	Under Secretary of Defense for Research and Engineering

### G.2. DEFINITIONS.

Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

<b>TERM</b>	<b>DEFINITION</b>
<b>awardee</b>	An individual who is offered and accepts an SSP award. An awardee becomes an SSPP according to the timeline published by the SSP Program Manager each program year.
<b>DoD CEL</b>	An individual designated by a DoD Component to represent the Component on all matters regarding the SSP and have primary responsibility for administering the SSP within that Component.
<b>defaulted scholar</b>	A former SSPP who, in violation of their SSP service agreement: voluntarily fails to complete the educational program for which the SSP has provided financial assistance; fails to comply with SSP requirements set forth in their SSP service agreement including the requirements in the SSP Scholar Handbook; withdraws from the SSP; voluntarily



<b>TERM</b>	<b>DEFINITION</b>
	terminates their employment with the DoD (or an approved employer outside of the DoD) before completing their required period of obligated service; or is removed from their employment on the basis of misconduct before completing their required period of obligated service.
<b>financial assistance</b>	Financial aid provided under a scholarship awarded to a person.
<b>obligated service</b>	The period of continuous DoD employment required from an SSPP in exchange for financial assistance. The period of obligated service may not be less than the total period of pursuit of the SSP-sponsored degree. The SSPP's SSP service agreement specifies this period.
<b>PII</b>	Information used to distinguish or trace an individual's identity, such as a name, social security number, date and place of birth, mother's maiden name, biometric records, home phone number, or other demographic, personnel, medical, or financial information. PII includes any information that is linked or linkable to a specified individual, alone or when combined with other personal or identifying information. PII also includes personal information and information in identifiable form.
<b>SF</b>	A DoD facility that participates in the SSP by selecting applicants for SSP award, hosting internships, mentoring SSPPs, and hiring SSPPs upon completion of their SSP-sponsored degree.
<b>SSP scholarship</b>	A financial assistance award for full-time study leading to a STEM degree.
<b>SSP service agreement</b>	A written agreement between the SSPP and the DoD Component that has selected the SSPP for an SSP award that includes the terms and conditions of the financial assistance award, including those pertaining to obligated service.
<b>SSP-sponsored degree</b>	The academic degree pursued by the SSPP, as defined by the SSP service agreement, while receiving financial assistance under the SSP scholarship.

## REFERENCES

- DoD 5400.11-R “Department of Defense Privacy Program,” May 14, 2007
- DoD 7000.14-R, Volume 5, “Department of Defense Financial Management Regulation: Disbursing Policy,” current edition
- DoD Directive 5100.01, “Functions of the Department of Defense and Its Major Components,” December 21, 2010, as amended
- DoD Directive 5106.01, “Inspector General of the Department of Defense (IG DoD),” April 20, 2012, as amended
- DoD Directive 5137.02, “Under Secretary of Defense for Research and Engineering (USD(R&E)),” July 15, 2020
- DoD Instruction 5400.11, “DoD Privacy and Civil Liberties Program,” January 29, 2019
- DoD Manual 5200.02, “Procedures for the DoD Personnel Security Program (PSP),” April 3, 2017
- DoD Manual 8910.01, Volume 2, “DoD Information Collections Manual: Procedures for DoD Internal Information Collections,” June 30, 2014
- “SSP Scholar Handbook.” *DoD – SMART Scholarship*. DoD SMART Scholarship-for-Service Program. Published annually. [www.smartscholarship.org](http://www.smartscholarship.org).
- United States Code, Title 5
- United States Code, Title 10, Section 4093
- United States Code, Title 11