Instructions to Provide Letter of Recommendation for CySP Applicant

You have been asked by a student applicant to the U.S. Department of Defense (DoD) Cyber Scholarship Program (CySP) to provide a letter of recommendation for their candidacy to receive a scholarship.

As a recruitment tool, the DoD CySP sponsors students who currently are not DoD or government employees who are enrolled in or applying to universities designated as a National Center of Academic Excellence in Cybersecurity (NCAE-C). Following graduation, students are eligible for full-time employment with various components and agencies across the DoD. Students are required to work for the DoD a minimum of one year for each year of scholarship support they receive. Learn more about DoD CySP here: https://www.dodemergingtech.com/cyber-scholarship-program-cysp/

What the Student Applicant Is Asking of You

1. In preparing your letter of recommendation, please note your name, position or title, phone number, email address, and institutional or organizational address.
2. Please state whether your recommendation is based on an academic or employment relationship to the student applicant.
3. Please note the length of your relationship to the student applicant.
4. Please provide an assessment of the potential for the student applicant's success.
5. Please provide an assessment of the student applicant's knowledge or ability in these six (6) competencies:
    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.

When you have completed your letter of recommendation for the student applicant, please name the letter of recommendation using this style:

Applicant Last Name-Applicant First Name-RECOMMENDATION-DoD-CySP-2023-24

Email the letter of recommendation to the DoD CySP program office at AskCySP@nsa.gov.

Thank you.