

Catalog 2015



ARMY ACQUISITION EDUCATION & TRAINING (AET)

Take Charge of Your Career Today!



Preface 4

 Letter From the Deputy Director Acquisition Career Management (DDACM) 4

 About This Catalog 5

 Historical Perspective..... 6

Planning for Career Development 7

 Individual Development Plan (IDP)..... 7

 Balanced Approach 7

 Acquisition Career Development Model (ACDM) 8

Acquisition Education & Training Catalog 11

Section I: Educational and Academic Opportunities..... 11

Senior Service College (SSC)11

 Defense Acquisition University-Senior Service College Fellowship (DAU-SSCF) Program **(Civilian only)**11

 The Dwight D. Eisenhower School for National Security and Resource Strategy (Eisenhower School) **(Military & Civilian)**12

 U.S. Army War College (USAWC) Resident Program **(Military & Civilian)**14

 National War College (NWC) **(Military & Civilian)**.....14

Degree/Tuition Assistance Programs..... 14

 Advanced Civil Schooling (ACS) **(Military only)**14

 NPS-Acquisition and Contract Management (815-Resident) and NPS-System Acquisition Management (816-Resident) **(Military only)**.....15

 NPS-Master of Science in Program Management (MSPM) (836 - Distance Learning) **(Civilian only)**16

 NPS-Master of Science in Contract Management (MSCM) (835) **(Civilian only)**..17

 Noncommissioned Officer (NCO) Degree Completion Program (51C) **(Military only)**19

 School of Choice (SOC) **(Civilians only)**.....20

 Acquisition Tuition Assistance Program (ATAP) **(Military & Civilians)**.....21

 Student Loan Repayment Program (SLRP) **(Civilians only)**23

Required Training 23

 Continuous Learning Points (CLPs) **(Military & Civilian)**.....23

 Defense Acquisition University (DAU) Training **(Military & Civilian)**.....24

Program Manager’s Skills (PMT 400) (Military & Civilian)	25
Program Manager’s Course (PMT 401) (Military & Civilian)	26
Executive Program Manager’s Course (PMT 402) (Military & Civilian)	27
Defense Acquisition University Equivalency	28
Functional Area (FA) 51/Military Occupational Specialty (MOS) 51C Basic Qualification Course (BQC) (Military & Civilian)	28
Noncommissioned Officer (NCO) Advanced Leader Course Phase 2 (Military only)	30
Section II: Leadership and Developmental Opportunities	31
Training With Industry (TWI) (Military only)	31
Competitive Development Group/Army Acquisition Fellowship (CDG/AAF) Program (Civilian only)	32
Defense Civilian Emerging Leader Program (DCELP) (Civilian only)	33
Executive Leadership Development Program (ELDP) (Civilian only)	35
Defense Senior Leader Development Program (DSLDP) (Civilian only)	36
Excellence in Government Fellows (EIGF) Program-Acquisition Concentration (Civilian only)	36
Federal Executive Institute (FEI)-Leadership for a Democratic Society (LDS) (Military & Civilian)	38
Functional Area 51 (FA51) Intermediate Qualification Course (IQC) (Military & Civilians in CDG/AAF program)	38
Senior Leader Course (SLC) (NCOs only)	39
Army Intermediate Contracting Course (AICC)	40
Acquisition Leadership Challenge Program (ALCP) Level B/I/II) (Military & Civilian)	41
Section III: Civilian Education System (CES) (Civilian only)	42
Appendix A: Acronyms	44

LETTER FROM THE DEPUTY DIRECTOR ACQUISITION CAREER MANAGEMENT (DDACM)

The Army DACM's vision continues to be as relevant today as it was at its inception more than 10 years ago. A well-educated and trained acquisition workforce remains crucial to supporting the Army's current transformation, as well as to sustaining and improving current weapon systems critical to the support of our Soldiers. In keeping with this philosophy, the recurring goal remains to provide Soldiers with the best possible support. To ensure this goal is met, we must provide the acquisition workforce with the best education and training opportunities possible to ensure a professional acquisition corps. Budget constraints and other reduced resources present extraordinary challenges. Given this reality regarding our current environment, we need to think differently. By working together, we can ensure the acquisition workforce is properly educated and trained to meet the needs of our Joint Forces and comply with the mandates of law. We must look for opportunities to identify the acquisition talent within our acquisition workforce, foster growth and posture these individuals for success. Additionally, we must continue to search for the most cost-effective means to meet our mission and explore avenues of transformation by utilizing best business practices, while also achieving a high level of continuous, measurable improvement. Solid functional and technical skills are a prerequisite to success in today's ever-changing environment.

To guarantee that future leaders acquire a broad knowledge base, there must be a balance between quality education, training and leadership development opportunities that will enhance the technical, functional, and leadership competencies obtained through a specific career development model. The Acquisition Career Developmental Model (ACDM) provides the framework to assist acquisition workforce members and their supervisors with career progression and the tools necessary to achieve success at all levels. The Acquisition Education and Training (AET) Catalog outlines those opportunities that will assist acquisition workforce members in attaining career progression in accordance with the ACDM.

The Army continues to be fully committed to the functional, technical, and career development of the acquisition workforce. I encourage you to strive to be competitive and to advance your own career through appropriate education, training, and leadership opportunities outlined in this AET Catalog.

Craig A. Spisak
Deputy Director
Acquisition Career Management

ABOUT THIS CATALOG

The Army DACM has always placed strong emphasis on the need for continuous career development and a balance of quality education, training, and career-broadening experiences for our Army acquisition workforce. The AET Catalog is intended to provide basic information on available education, training, and leadership opportunities, as well as the application processes. The catalog lists those opportunities that are funded by the U.S. Army Acquisition Support Center (USAASC) Army DACM Office as well as opportunities that are funded by other sources. The offerings for these opportunities outlined in the catalog are by fiscal year and are based on the needs of the acquisition workforce and funding availability. In addition, acquisition workforce members must achieve 80 Continuous Learning Points every two years. Therefore, acquisition workforce members are encouraged to take advantage of cost-effective and free online training opportunities in light of limited funding within the DOD.

The USAASC Army DACM Office has developed the Acquisition Career Developmental Model (ACDM) for our workforce. The ACDM is a career-planning framework that provides the information and tools necessary to assist acquisition workforce members and their supervisors in outlining the progression of the workforce member's careers. In addition, the Acquisition Career Record Brief (ACRB) for our civilian acquisition workforce members, and the Officer Record Brief (ORB) and Enlisted Record Brief (ERB) for military active duty and reserve component acquisition workforce members are designed as one-page snapshots of completed education, training, experience, awards, current acquisition status and position information. If assistance is needed for any civilian acquisition workforce member in applying for any training and education opportunities and updating the ACRB and Individual Development Plan (IDP), please contact the help desk by calling (575) 678-2247/DSN 258-2247 or submitting a helpdesk ticket via our online Helpdesk. Likewise, Assignment Officers are available for all military acquisition workforce members to assist them with the ORB and IDP. A list of Assignment Officers may be found on the Acquisition Management Branch's website. 51C NCOs may contact the USAASC Army DACM Office proponent office at (703) 805-1048 for assistance.

This AET Catalog reflects the most current education, training, and experience opportunities available for the civilian and military acquisition workforce. If additional changes or updates are required, please contact Rosalyn Hillary at 703-805-3206/DSN 655 or rosalyn.y.hillary.civ@mail.mil.

HISTORICAL PERSPECTIVE

The Defense Acquisition Workforce Improvement Act (DAWIA) was originally enacted in November 1990. A major objective of this legislation was to professionally train all military and civilian members of the Defense Acquisition, Technology, and Logistics (AT&L) Workforce, from our junior workforce members to our most senior executive leaders. *DAWIA* and its implementing directives have continued to provide a consistent blueprint for the acquisition workforce's education and training requirements. While *DAWIA's* primary concentration has been on developing current functional experts, Army acquisition leadership has broadened this to focus on developing future multifunctional executive leaders with knowledge of both acquisition and non-acquisition issues that impact our operational Army now and in the future. The identification of and participation in meaningful education and training remain integral to the Army acquisition strategic objective. It is essential that our military and civilian acquisition workforce members develop the required and demonstrated education, training, and leadership skills to make decisions that will guarantee success for our operational Army today and in the future.

INDIVIDUAL DEVELOPMENT PLAN (IDP)

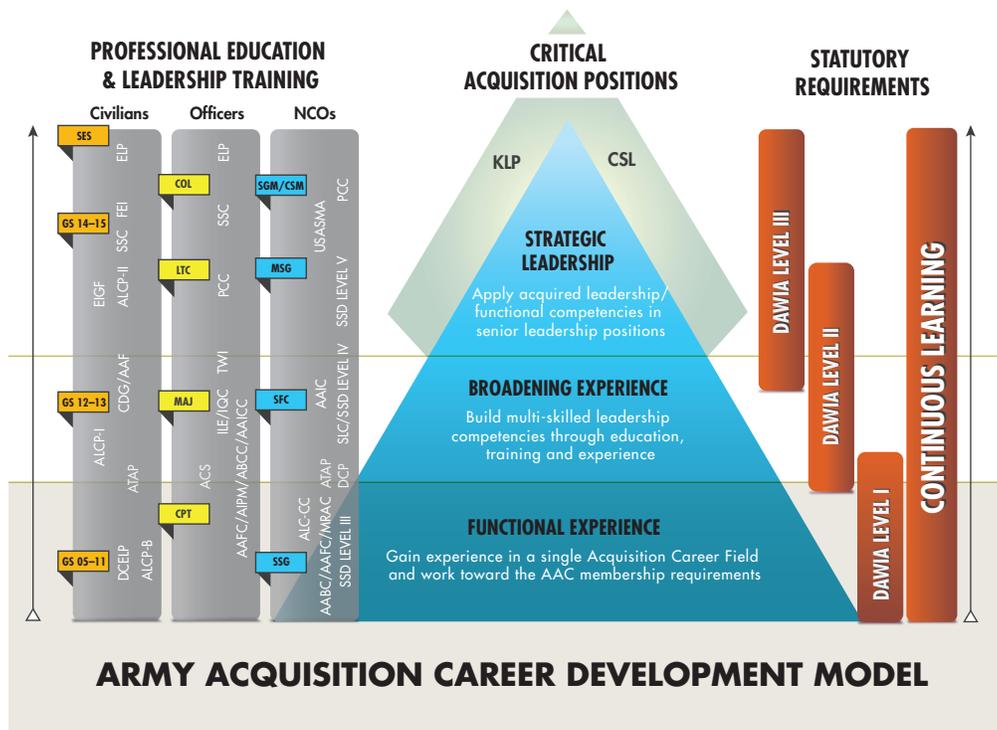
The IDP is a mandatory five-year plan agreed upon by you and your supervisor to achieve acquisition career goals and objectives. It is mandatory for all military and civilian acquisition workforce members to establish and maintain an IDP, regardless of grade, rank, or certification level. At a minimum, the IDP should be updated during initial, midpoint, and final performance counseling sessions each year and approved by the supervisor. Upon entry into an Army acquisition workforce position, your IDP lists all the Defense Acquisition University (DAU) courses required to meet your position certification requirement. In addition, also list any desired college/university, functionally required/desired courses you feel necessary and beneficial to your career development. The IDP is accessible after logging into the [Career Acquisition Management Portal](#).

BALANCED APPROACH

The enduring intent of the *Defense Acquisition Workforce Improvement Act* has been to “professionalize” the acquisition workforce by providing a framework through which appropriate education, training, and experiential achievement can be identified, supported, documented, and maintained. The primary professional focus for acquisition workforce members should be to gain a strong technical foundation within their current Acquisition Career Field (ACF). Acquisition workforce members must pursue and achieve certification in the ACF for their acquisition position within the grace period (24 months). The current ACF certification requirements are listed in the DAU interactive catalog ([iCatalog](#)). Once the technical competencies are achieved, emphasis should be placed on exploring career-broadening experiences when applicable. At this intermediate level, workforce members should strive to develop multifunctional knowledge and experience to obtain Level I or II certification in an additional ACF when possible. This experience will build the functional and leadership competencies required for success in future leadership positions. It is important to hone your leadership skills at every opportunity from entry level throughout your career.

ACQUISITION CAREER DEVELOPMENT MODEL (ACDM)

The ACDM is a tool designed to assist our workforce members and their supervisors in identifying and defining their acquisition career goals - once identified, they can then successfully develop and implement a plan to achieve them. The focus is to build the entire organization from a holistic approach, ensuring that our acquisition workforce is trained and certified while providing a solid foundation of on-the-job experience. Functional, broadening, and strategic leadership competencies are key fundamentals in ensuring that we are fulfilling the business strategies of the U.S. Army. This applies across the spectrum of the U.S. Army Acquisition Corps, from the most junior intern to our senior leadership. The ACDM depicts the suggested career path for both military and civilian acquisition workforce members to progress from functional to strategic leaders. To advance from one step to the next, the individual should discuss their career plans with their supervisor and mentors and document their plan and path in their IDP. The ACDM pictorial below reflects the relationship between grade levels, certification, education, and leadership training. The training opportunities that our workforce members should consider within the tiers are as follows:



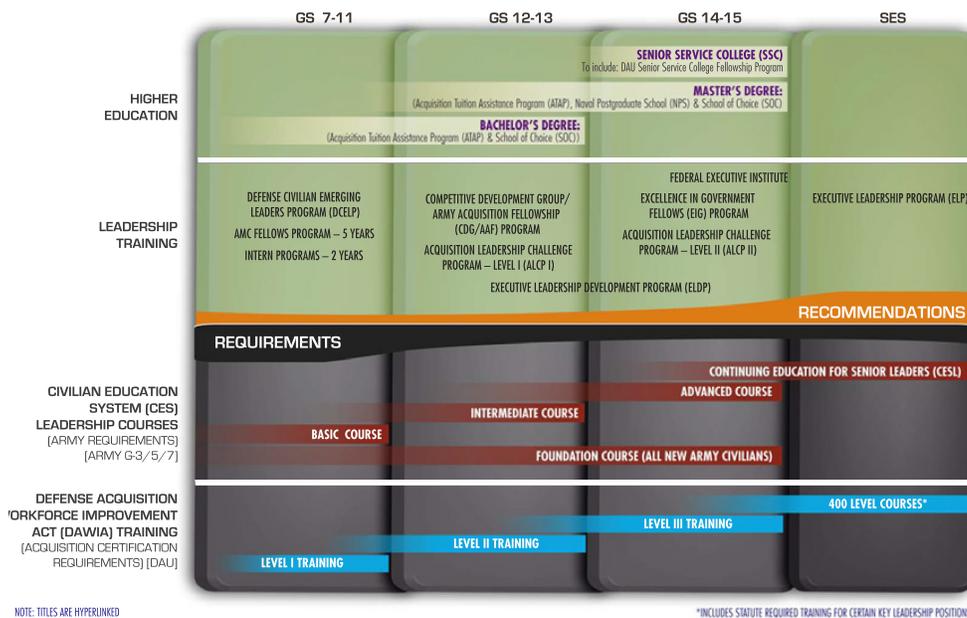
Currently, there is no ONE path ahead for civilian career advancement or a prescribed step-by-step path to Senior Executive Service - it is a spider web trail to get from your start point toward a successful path for you. In acquisition, we have a generic Army Acquisition Career Development Model (AACDM) that provides a three-level approach: Functional Training; Career Broadening Experience and Strategic Leadership, but it is not a prescriptive model.

To help civilians navigate a career training path, the Army DACM Office developed the Army Acquisition Civilian Leadership Development Plan (AACLDLP). The AACLDLP nests under the AACDM to help determine a more defined career training path for our civilians.

The AACLDLP, shown in the graphic below, clearly lays out (by grade) the statutory certification training and Department of Army Civilian Education System (CES) requirements alongside the leadership training and higher education readily available to every acquisition civilian once they have met their acquisition position certification requirement.

ARMY ACQUISITION CIVILIAN LEADERSHIP DEVELOPMENT PLAN

VISIT THE AETE CATALOG FOR MORE INFORMATION:
<http://aoc.army.mil/web/career-development/programs/acquisition-education-training-and-experience/>



This plan is meant to serve as a general guide for all levels of our acquisition workforce but really is targeting those highly motivated civilians looking to advance up the leadership ladder.

Using this model, each acquisition workforce member can see the required and recommended training opportunities of each level. In addition, they may use this plan to identify desired training opportunities available—each opportunity is hyperlinked to an information page for the program. The goal of the model is to provide a guide for functional DAU training, Army leadership training (CES), multiple educational programs to obtain advanced degrees, and an entire portfolio of leadership and experiential programs at every level of a person’s career as they work toward progressing upwards in rank. Based on a particular civilian’s interests, competency gaps, or identified developmental needs, there should be a program in the model for everyone.

The AACLDP divides training into two sections - Requirements (DAU certification training and Army CES courses) and Recommendations (Higher Education and Leadership Training) and splits those two sections into four clusters of civilian pay grades (modeled after the Acquisition Demonstration Project used widely within the Defense Acquisition Corps.)

The model is further divided into four segments (from bottom to top):

1. **DAWIA/DAU Training** - functional REQUIRED training moving left to right from Level I up through 400 Level courses.
2. **CES Courses** - Army G-3/5/7 REQUIRED courses moving left to right from Foundation Course->Basic->Intermediate->Advanced->CESL depending on your rank.
3. **Leadership Training** - includes all the leadership opportunities available in our AET portfolio as well as a few Department of Defense and Army Materiel Command programs.
4. **Higher Education** - Bachelor’s and Master’s degrees as well as Senior Service Colleges (SSC) and SSC Fellowships.

Within the model, all courses are hyperlinks that connect to dedicated website pages for each course/program where additional information may be found. A full version is available for download [here](#).

Civilian acquisition workforce members should review any of the above programs of interest to them and document the courses on their Individual Development Plan (IDP). Next, meet with your supervisor to discuss your career goals and leadership training. Formalize any approved training plans on your IDP.

Please remember that members must first meet their DAWIA certification requirement and work on their Army CES training requirement - then, they are eligible for a wide portfolio of Army Acquisition Education and Training opportunities.

SECTION I: EDUCATIONAL AND ACADEMIC OPPORTUNITIES

Senior Service College (SSC)

SSC offers a unique opportunity for our military and civilian workforce members to gain advanced leadership training and experience specifically designed for senior leadership positions. The following institutions comprise the SSC programs for Army Acquisition Corps professionals:

Defense Acquisition University-Senior Service College Fellowship (DAU-SSCF) Program

The DAU-SSCF Program develops civilian acquisition leaders through a 10-month program conducted regionally at Huntsville, AL; Warren, MI; and Aberdeen Proving Ground, MD. The program is designed to attract participants from local commuting areas while exposing them to leadership training and learning opportunities that will prepare them for critical senior leadership positions, such as product and project managers, program executive officers, and other key leadership positions. Individuals who complete the program are awarded equivalency for the Program Manager's Course (PMT 401) and have an option to obtain a master's degree. On March 28, 2013, the DAU-SSCF received official Army recognition as an approved SSC when the program was granted Military Equivalency Level-1 (MEL-1). The program emphasizes leadership in acquisition with core elements in leadership, research, program management, and mentoring. Please refer to the [DAU-SSCF Policy](#) for additional program details.

ELIGIBILITY REQUIREMENTS:

- Be a civilian acquisition workforce member in a GS-14/15 (or broadband equivalent) position
- Have AAC membership (Note: the ACRB must reflect AAC membership)
- Be serving in a Tenure Group 1 or 2 competitive appointment
- Have or be able to obtain a secret clearance before application submission
- Have a bachelor's degree from an accredited university
- Be identified by your organization as being on track for executive-level service
- (Note: the command endorsement must validate this information)
- Be certified in your current acquisition position and have successfully completed the Civilian Education System Advanced Course or received equivalency credit

Additional program prerequisites and requirements are listed on our [DAU-SSCF Website](#).

HOW TO APPLY: Civilian acquisition workforce members at the grade of GS-14/15 (or broadband equivalent) who have met their position certification requirement.

LENGTH: 10 months full-time

LOCATION: Huntsville, AL; Warren, MI; or Aberdeen Proving Ground, MD

CONTINUOUS LEARNING (CL) POINTS: 400, plus 10 per-credit hours for any college course completed during the CL cycle

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place between January and April each year. Applications should be submitted through the Army Acquisition Professional Development System (AAPDS). AAPDS can be accessed within the Career Acquisition Management Portal (CAMP). CAMP is CAC-enabled and also hosts the Individual Development Plan and ACRB. Once in CAMP, click on CAPPMS, select “AAPDS” tab, select “Apply” link, and then select “DAU-SSCF” link for application submission.

FOR MORE INFORMATION: Contact Ms. Chandra Evans-Mitchell at Commercial: 703-805-1247 / DSN 655 or email: chandra.l.evansmitchell.civ@mail.mil.

PROGRAM START DATE: July of each year, based upon availability of funding

SOURCE OF FUNDING: USAASC Army DACM Office

PLACEMENTS AFTER GRADUATION: SSCF graduates are assigned to a position of greater responsibility after completion of the program. Each command is responsible for the placement of individuals endorsed and selected to attend the fellowship. In addition, a Senior Leader board in the three regions has been established to provide post placement opportunities. The assignment process, to include the possible placement, should be conducted six months after selection into the program.

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The Dwight D. Eisenhower School for National Security and Resource Strategy (Eisenhower School)

The Eisenhower School, formerly known as the Industrial College of Armed Forces (ICAF), is an academic program specifically designed for a participant body that is already highly experienced and successful in military and civilian professions devoted to designing and resourcing the different facets of national security. The school’s approach to education focuses on broad-based national security decision-making for senior policy makers in a dynamic world environment. This academic program emphasizes postgraduate, executive-level education rather than training. The Eisenhower School focuses on enhancing the ability of its participants to have strategic vision, develop strategic plans, lead at strategic levels, take critical advantage of the information revolution, and create environments that put the highest value on consideration of others and ethical behavior. Intrinsic to this is the internalization of a joint, interagency perspective and a broad education that places national security decisions in the context of historical, political, social, economic, and military trends. The curriculum consists of interrelated courses that are presented in a balanced mix of seminars, lectures, and field studies. The program employs the case study method, complemented by extensive student reading, written and oral presentations, classroom analysis, lectures by faculty members and prominent outside authorities, and a field study program. The Eisenhower School was designated by the Under Secretary of Defense (Acquisition, Technology, and Logistics)

to present the Senior Acquisition Course (PMT 401) as part of the curriculum for acquisition students. At completion, the student acquires Senior Executive Service core competencies as outlined by the Office of Personnel Management. The USAASC Army DACM office is allocated seven acquisition seats annually for this program. Selection is competitive through a Department of the Army board process conducted by the Assistant Secretary of the Army (Manpower and Reserve Affairs). Students are offered a wide choice of research and elective opportunities, as well as a common core curriculum and two mandatory advanced studies in acquisition policy courses. Separate attention is given to acquisition course work while retaining the benefits of intermingling with students from the operational and other functional communities.

ELIGIBILITY REQUIREMENTS:

- Permanent DA civilian in the grade of GS-14/15 (or broadband equivalent)
- Possess extensive leadership experience as identified by the command
- Be Level III certified in your primary ACF
- Possess a bachelor's degree from an accredited college or university
- Be an AAC member
- Possess a top secret clearance with a special background investigation that will not expire during the academic year (students with secret clearance will be admitted, but may be limited to certain courses and lectures)
- Be identified by your command for executive-level service
- Have successfully completed the Civilian Education System Advanced Course or received equivalency credit

(Note: consideration will be given to AAC members who are graduates from the Advanced Program Management Course or equivalent)

WHO MAY APPLY: Functional Area 51 military officers at the grade of LTC or COL and civilian AAC members at the grades of GS-14/15 (or broadband equivalent), who occupy a Critical Acquisition Position and have met the minimum certification requirements of that position. Military acquisition workforce members should contact their designated military Assignment Officer for details on how to apply.

LENGTH: 10 months full-time

LOCATION: Fort McNair, Washington, DC

CONTINUOUS LEARNING (CL) POINTS: 10 per credit hour

HOW TO APPLY: Contact Ms. Roberta McMillen at 703-805-1017/DSN 655 or roberta.j.mcmillen2.civ@mail.mil.

PROGRAM START DATE: August of each year, based upon availability of funding

SOURCE OF FUNDING: The USAASC Army DACM Office traditionally funds travel and per diem for seven AAC members each year.

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U.S. Army War College (USAWC) Resident Program

The USAWC is a resident program that prepares selected military officers and civilians for leadership responsibilities in a strategic security environment during peacetime and wartime. USAWC studies the role of land power, as part of a joint or combined force, in support of U.S. national military strategy. The curriculum emphasizes theory, concepts, systems, and the national security decision-making process. It teaches through numerous case studies, exercises, and war games. The student seminar group is the fundamental learning vehicle at the school. For additional information, please visit the [USAWC Website](#).

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National War College (NWC)

The NWC program focuses on the completion of a master's degree in national security policy and strategy. In addition, this curriculum includes principles and concepts in national security and operations that students can apply as they progress in their chosen professions. (Note: military students will have fulfilled the educational requirement for designation as a Joint Specialty Officer). For additional information, please visit the [NWC's website](#).

DEGREE/TUITION ASSISTANCE PROGRAMS

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Advanced Civil Schooling (ACS)

The Army's ACS provides opportunities for military officers to pursue advanced degree programs at civilian universities on a full-time, fully funded basis. Military officers pursuing full-time ACS are governed by Army Regulation 621-1, Training of Military Personnel at Civilian Institutions.

**ELIGIBILITY
REQUIREMENTS:**

- Be a military acquisition workforce member at the grade of CPT or above
- Possess a bachelor's degree from an accredited university with a minimum grade point average (GPA) of 2.5 on a 4.0 academic scale
- Have a minimum Graduate Record Examination (GRE) score of 500 for exams taken before 1 Aug 11 and 153V/144Q/4.0A for exams taken after 1 Aug 11
- Complete service training obligation at the completion of the ACS program

- Have a minimum of three, and not more than 19, years of Active Federal Commissioned Service prior to requesting training
- Possess a secret security clearance

Note: GRE and GMAT examinations or GPA may be waived on a case-by-case basis by the Commanding General, Human Resources Command.

LENGTH: 18-24 months full-time

LOCATION: Varies

**CONTINUOUS
LEARNING POINTS:** 10 per credit hour

**FOR MORE
INFORMATION:** Visit the [HRC website](#) for additional details.

PROGRAM START DATE: Fall (August or September) and spring of each year, based upon availability of funding

SOURCE OF FUNDING: The USAASC Army DACM Office centrally funds the tuition.

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NPS-Acquisition and Contract Management (815-Resident) and NPS-Systems Acquisition Management (816-Resident)

NPS is an academic institution located in Monterey, CA, that provides education and training needs to the DOD component services including military and civilian acquisition workforce members. The Army DACM sends select acquisition officers to attend either the Acquisition and Contract Management or the Systems Acquisition Management programs.

- DETAILS:**
- 18-month resident program in Monterey, CA
 - Program length: Six quarters
 - Requirements for entry: BA with above-average grades
 - » Student input includes officers and civilians from all DoD services, other Federal agencies and allied nations
 - » Application window: twice a year as announced by the U.S. Army Human Resources Command's Acquisition Management Branch
 - Program 815 - Acquisition and Contracting Management
 - » Interdisciplinary program that integrates management theory, accounting, economics, finance, behavioral science, management theory, operations/systems analysis, and specific courses in acquisition and contracting.
 - » Curriculum satisfies mandatory Defense Acquisition University (DAU) contracting courses

- » required by the Defense Acquisition Workforce Improvement Act (DAWIA).
- » [NPS Program 815 website](#)
- » Receive fulfillment of DAU Level III CON training
- Program 816 - Systems Acquisition Management
 - » Interdisciplinary program that integrates management theory, accounting, economics, finance, behavioral science, management theory, operations/systems analysis, and specific courses in acquisition and contracting.
 - » [NPS Program 816 website](#)
 - » Receive fulfillment of DAU Level III PM training

MORE INFORMATION: Visit the [HRC website](#) for additional details such as eligibility and application information.

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NPS-Master of Science in Program Management (MSPM) (836 – Distance Learning)

The MSPM degree program focuses on management skills in an acquisition environment. The program requires civilian Army acquisition workforce students to take two courses per quarter for eight consecutive quarters over a 24-month period. The program is delivered exclusively over the Internet using ELUMINATE (an Internet Web-conferencing tool) in two 3-hour sessions a week during duty time. Students who complete the program earn an MSPM, Level III DAU training in Program Management (PMT 352) and Logistics (LOG 304), Level II DAU training for Software Acquisition (SAM 201) and Systems Engineering (SYS 201), and Level I DAU training in Contracting (CON 101) toward certification. Please refer to the [NPS-MSPM policy](#) for additional details of the program.

ELIGIBILITY REQUIREMENTS:

Must meet both the NPS and the USAASC Army DACM Office eligibility requirements as follows:

NPS Eligibility Requirements:

- A baccalaureate degree (annotated on ACRB) with a minimum undergraduate quality point rating (QPR) of 2.20 (on a 4.0 scale)
- Be certified at Level II or higher in any acquisition career field
- Completed a course in statistics or a pre-calculus course

USAASC Army DACM Office Eligibility Requirements:

- Must be a permanent civilian member of the Army acquisition workforce
- Must be a GS-11 through GS-15 or broadband/pay band equivalent
- Must meet certification requirement level in current acquisition position
- Must have a Letter of Acceptance from NPS

WHO MAY APPLY: Permanent civilian members of the Army acquisition workforce who are GS-11 through GS-15 or broadband/pay band equivalent may apply. Individuals must be certified in their current acquisition position at the required level by the date of application submission. Certification status must be reflected on the individual's Acquisition Career Record Brief (ACRB). You must meet the NPS eligibility requirement **and** the USAASC Army DACM Office eligibility requirements above to be considered for funding. **Due to limited funding, this program is primarily intended for our Army civilian acquisition applicants who do not currently have a master's degree in an acquisition or business related discipline.**

LENGTH: 24 months part-time

LOCATION: The course is conducted via distance learning at the participant's duty station during duty hours (three hours twice a week).

CONTINUOUS LEARNING POINTS: 10 per credit hour

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place between February and March each year. Applications should be submitted through AAPDS. AAPDS can be accessed via the [CAMP Portal](#). Once in CAMP, click on the CAPPMS tab, select "AAPDS" tab, select "Apply" link, and then select "NPS-MSPM" link for application submission.

FOR MORE INFORMATION: Contact Ms. Uhura Smith at 703-805-1241/DSN 655 or uhura.n.smith.civ@mail.mil.

PROGRAM START DATE: September each year, based upon the availability of funding

SOURCE OF FUNDING: USAASC Army DACM Office

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NPS-Master of Science in Contract Management (MSCM) (835)

The Master of Science in Contract Management (MSCM) degree is designed to provide civilians in the DOD and other federal government agencies an advanced education in the concepts, methodologies, and analytical techniques necessary for successful management of acquisition and contracting within complex organizations. The curriculum focuses on problem-solving and decision-making within the acquisition environment, utilizing case studies, teaming exercises, hands-on applications, active participation, and other similar activities. Lecture and laboratory tasks require the application of critical thinking to problem-solving within actual situations.

Upon completion of this curriculum, graduates will be able to manage and lead effectively in systems buying offices, field contracting offices, contract administration offices, and contracting policy offices.

Students who complete the degree program also earn equivalent DAWIA Level III training requirements for ACQ101, ACQ201, PMT251, 257, and all contracting courses, including levels (CON II and CON III). The program also meets DAWIA requirements for the 24 hours of business and 40 hours of annual continuous learning.

Students take two courses a quarter for eight consecutive quarters. The program is delivered over the Internet using *ELLUMINATE*, an Internet web-conferencing tool.

ELIGIBILITY REQUIREMENTS: Must meet NPS and Army Civilian Training, Education and Development System (ACTEDS) eligibility requirements as follows:

NPS Eligibility Requirements:

A baccalaureate degree (annotated on ACRB) with a minimum undergraduate quality point rating (QPR) of 2.20 (on a 4.0 scale).

ACTEDS Eligibility Requirements:

- Three years of permanent, full-time employment as a DA civilian at time of application.
- Must belong to the Department of Army Career Program 14 (Contracting and Acquisition)
- Letter of acceptance from NPS.

WHO MAY APPLY: Career Program 14 civilians at the grade of GS-11 and above or equivalent grade within a Demonstration Project and certified in their current acquisition position.

LENGTH: 24 months

LOCATION: The course is conducted by distance learning at participant's duty station during duty hours (three hours twice a week).

CONTINUOUS LEARNING POINTS: 10 per credit hour

HOW TO APPLY: Applications are accepted through GoArmyEd. Please contact the individual listed below for more information before submitting an application.

FOR MORE INFORMATION: Contact Kristine Faria at Commercial: 703-617-0458/DSN 767, email: kristine.e.faria2.civ@mail.mil.

PROGRAM START DATE: Based upon the availability of funding and class demand.

SOURCE OF FUNDING: ACTEDS funded for eligible and approved CP-14 careerists.

Noncommissioned Officer (NCO) Degree Completion Program (DCP)

The Army's NCO DCP programs provide opportunities for military acquisition workforce NCOs to pursue a bachelor's degree on a full-time basis. Military NCOs pursuing a degree are governed by *Army Regulation 621-1, Training of Military Personnel at Civilian Institutions*.

ELIGIBILITY REQUIREMENTS:

To participate in the DCP, 51C NCOs must meet the following criteria:

- a. Be in the rank of SSG through MSG with no more than 22 years of Active Federal Service (AFS)
- b. Have a strong military file, potential for promotion, and future, long-term service
- c. Meet height and weight standards in accordance with AR 600-9
- d. Have a minimum of a secret security clearance
- e. Have an undergraduate Grade Point Average (GPA) of 2.5 or higher
- f. Have completed a minimum of 85 credit hours toward an undergraduate degree
- g. Have completed at least the minimum required training to obtain DAWIA Level I certification in contracting
- h. Completed a minimum of 24 months acquisition experience prior to starting the DCP
- i. No more than 22 years active Federal service upon entry to the DCP Program
- j. Have an updated IDP and be compliant with CLP Policy
- k. Be able to fulfill the service obligation incurred by this program
- l. Study in an acquisition or business-related academic discipline that will support Career Management Field (CMF) 51.
- m. Be on military active duty status

LENGTH: 12 months, possibly 18 months (determined on a case-by-case basis) full-time

LOCATION: Local

CONTINUOUS LEARNING POINTS:

15 per credit hour

HOW TO APPLY: The USAASC Army DACM Office 51C Proponent conducts two DCP selection panels each year (usually in January and August). The announcement is sent via e-mail and includes information regarding requirements and application deadlines.

FOR MORE INFORMATION:

Contact MSG Eric Sears at 703-805-1048/DSN 655 or eric.j.sears8.mil@mail.mil.

PROGRAM START DATE: Spring and fall each year

SOURCE OF FUNDING: USAASC Army DACM Office

SCHOOL OF CHOICE (SOC)

The SOC is a highly competitive 18-24 month full-time degree granting program that provides civilian members of the acquisition workforce an opportunity to keep their current acquisition position while completing a bachelor's or master's degree during duty hours. Annually, the USAASC Army DACM Office announces and conducts the SOC selection process. The target audience for the SOC program is high-performing acquisition workforce members who have been identified by their supervisors as demonstrating the potential for positions of increased responsibility and whose lack of education is impeding career progression.

Applicants who do not meet the criteria or who cannot take the minimum required courses each semester or quarter should apply for part-time tuition assistance through the [Acquisition Tuition Assistance Program \(ATAP\)](#). All colleges and universities must be nationally accredited and offer degree programs in disciplines that underpin acquisition functions. Additionally, universities and colleges are restricted to the applicant's local commuting area. Local travel and per diem are the applicant's responsibility. This program will fund the tuition and lab fees only. Please refer to the [SOC Policy](#) for additional details of the program.

ELIGIBILITY REQUIREMENTS:

- Be a civilian acquisition workforce member at the grade of GS-11 or above (or broad band equivalent)
- Be certified in your current acquisition position
- Apply to or be currently enrolled in a bachelor's or master's degree in an acquisition, business, or career field discipline
- Have an official letter of acceptance from the accredited college dated within one year of the SOC announcement deadline date
- The bachelor's degree official transcript must validate completion of 60 credit hours from an accredited college or university
- The master's degree official transcript must validate completion of a four-year degree from an accredited college or university

Additional program prerequisites and requirements are listed on the [SOC Webpage](#).

WHO MAY APPLY: Civilian acquisition workforce members at the grade of GS-11 and above (or broadband equivalent) who have met their position certification requirement.

LENGTH: 18-24 months full-time

LOCATION: Within applicant's commuting area (50-mile radius) or via distance learning; travel and per diem expenses will not be paid.

CONTINUOUS LEARNING POINTS: 10 per credit hour

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place annually in the summer. Applications should be submitted through AAPDS. AAPDS can be accessed via the [CAMP Portal](#). Once in CAPPMS, select “AAPDS” tab, select “Apply” link, and then select “School Of Choice” link for application submission.

FOR MORE INFORMATION: Contact Ms. Uhura Smith at 703-805-1241/DSN 655 or uhura.n.smith.civ@mail.mil.

PROGRAM START DATE: August or September each year, based upon availability of funding

SOURCE OF FUNDING: USAASC Army DACM Office for tuition and books; participant’s command for salary

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Acquisition Tuition Assistance Program (ATAP)

The ATAP primarily supports funding the Defense Acquisition Workforce Improvement Act (DAWIA) bachelor’s degree and/or business hour certification educational requirements for civilians and non-commissioned officers (NCOs). Secondly, ATAP will also fund highly endorsed permanent Army acquisition workforce members who are applying for required business hours toward Army Acquisition Corps membership, or acquisition/business-related courses toward a bachelor’s or master’s degree in a business/acquisition-related discipline. Applicants applying for acquisition/business-related courses towards a master’s degree completion must be at least Level II certified in their current Army acquisition career field (ACF).

Applicants may attend any accredited educational institution of their choice. Applicants must be **fully** accepted into the program of study by the university or college they are attending or will attend.

WHO MAY APPLY: Permanent Army acquisition civilians who have met their current position certification requirement and MOS 51C NCOs of the Army acquisition workforce are eligible to apply for the ATAP. MOS 51C NCOs may only apply for a bachelor’s degree or business hours toward DAWIA certification, must take courses funded by ATAP only during non-duty hours, and must exhaust military tuition assistance prior to using ATAP funds.

ELIGIBILITY REQUIREMENTS: All applicants must meet the following basic criteria:

- Be a permanent civilian member of the Army acquisition workforce OR
- be a 51C NCO Army acquisition workforce member;
- Be **fully** accepted to an accredited educational institution;
- Meet all the requirements as outlined in the [ATAP Policy](#) and announcement;

- Be certified in their current acquisition position and level at time of submitting their application in the Army Acquisition Professional Development System (AAPDS), except as noted below:
 - » If an applicant has met their original certification requirement and was recently promoted and the next level of certification is required, the applicant may still be eligible to apply for the ATAP*. MOS 51C NCOs are eligible to apply for the ATAP even if they have not met their certification requirement*.
 - » Permanent Army acquisition civilians in the following ACFs may still be eligible to apply for the ATAP even if they have not met their certification requirement*.
 - Business - Cost Estimating (P)
 - Contracting (C)
 - Science & Technology Manager (I)
 - Engineering (S)
 - Test and Evaluation (T)

**The ATAP program manager will review each situation on a case-by-case basis.*

LENGTH: Part-time; length depends on the number of courses approved

LOCATION: Distance learning or within applicant's commuting area

**CONTINUOUS
LEARNING POINTS:** 10 per credit hour

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place between July and August each year. Applications should be submitted through AAPDS. AAPDS can be accessed via the [CAMP Portal](#). Once in CAMP, click on the CAPPMS tab, select the "AAPDS" tab, select "Apply" link, and then select the "ATAP" link for application submission. Applicants must still use the IDP to annotate their training courses and programs. AAPDS is connected to the IDP and imports supervisory approved training into the application system.

**FOR MORE
INFORMATION:** Contact Ms. Uhura Smith at 703-805-1241/DSN 655 or uhura.n.smith.civ@mail.mil.

PROGRAM START DATE: Summer board conducted each year (July/August) and based upon availability of funding.

SOURCE OF FUNDING: USAASC Army DACM Office centrally funds tuition only.

Student Loan Repayment Program (SLRP)

SLRP is available to Department of the Army civilian acquisition workforce members. The program is intended to facilitate the recruitment and retention of highly-qualified civilian Army acquisition workforce members by replaying all or part of their personal, qualified, federally insured student loans. The program is offered annually. There is a three-year service obligation requirement for employees who use this program to repay student loan(s). The three year-service period will begin when the first payment is made to the holder of the loan. Applicants must reapply each year, and if accepted, must sign an additional three-year service obligation. Army acquisition workforce members can be considered for personal loan repayment up to \$10,000 per calendar year, with a potential \$60,000 lifetime maximum for any individual. The applications are scored using a board scoring, and the highest scored applicants are funded. Upon acceptance, a three-year civilian service agreement (CSA) is required.

WHO MAY APPLY: All civilian Army acquisition workforce members.

PAYMENT TYPE: Bi-weekly payments paid directly to the lending institution.

HOW TO APPLY: The announcement date may change from year to year based on funding and will be available in the Army Acquisition Professional Development System (AAPDS).

AAPDS can be accessed via the [CAMP Portal](#). Once in CAMP, click on the CAPPMS tab, select the “AAPDS” tab, select the “Apply” link, and then select the “SLRP” link for application submission.

FOR MORE INFORMATION: Contact Ms. Jael Latham at 703-805-3617/DSN 655 or jael.n.latham.civ@mail.mil or visit the [SLRP website](#).

SOURCE OF FUNDING: USAASC Army DACM Office

REQUIRED TRAINING

Continuous Learning Points (CLPs)

Each acquisition workforce member is required to achieve the annual goal of 40 CLPs to meet the mandatory requirement of 80 CLPs within the two-year continuous learning cycle. The [CLP Policy](#) is applicable to all members of the acquisition workforce.

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Defense Acquisition University (DAU) Training

The DAU provides mandatory, assignment-specific, certification and continuing education courses for military and civilian personnel within the DoD and Industry personnel supporting DoD. The DAWIA, Public Law 101-510, Title 10 U.S.C, of the Fiscal Year 1991 National Defense Authorization Act was enacted to improve the effectiveness of the personnel who manage and implement defense acquisition programs. The Act required the creation of the DAU and DoD Directive 5000.57, Defense Acquisition University (DAU). The Directive mandated the university to provide professional educational development and training of the acquisition workforce, as well as the research and analysis of defense policy issues from an academic perspective. DAU coordinates acquisition education and training programs to meet the training requirements of the Defense acquisition workforce. As the DoD corporate university for acquisition education, DAU sponsors curriculum and instructor training to provide a full range of courses to support the career goals and professional development of the Defense Acquisition Workforce. DAU also offers mission assistance, consulting, and interactive team training targeted to the specific needs of organizations.

WHO MAY APPLY: All Department of Army civilians and military may apply; however, priority is given to the acquisition workforce. Individuals are placed in DAU courses based on the following training priority status:

Priority 1 - Position Requirement (Training required to meet position certification or program requirements).

Priority 2 - Career Development (Training to become eligible for the next higher Certification Level above the Certification Level required for their position).

Priority 3 - Cross-functional training (Training required for a person to be eligible for a different career field other than the one occupied).

Priority 4 - Previously taken training or individual is already certified at the Career Level required.

Priority 5 - Non-Acquisition workforce individuals. (Individuals are not in a designated Acquisition workforce position. Individuals will be on a placed in a class on a space available basis.)

LENGTH: Varies

COURSE DATES: Varies

LOCATION: Varies

**CONTINUOUS
LEARNING POINTS:** Varies

HOW TO APPLY: Apply through the [Army Training Requirements and Resources System Internet Training Application System \(ATRRS AITAS\)](#).

**FOR MORE
INFORMATION:** Please visit the [DAU Training webpage](#) or DAU's Homepage.

The [Army DAU Training Policy and Procedures](#) provides comprehensive guidance on the USAASC DACM Office details regarding DAU training. Issues with DAU applications can be addressed via the [CAPPMS Help Desk Request link](#).

SOURCE OF FUNDING: There is no cost for the course, except any travel and per diem incurred. Generally, travel and per diem are centrally provided by DAU (via the USAASC Army DACM Office) for Priority 1 Army acquisition students, based on their selection of the most cost-effective location (CEL). Exceptions are HQ Department of the Army interns and U.S. Army Materiel Command fellows who are in the first two years of those programs. If a Priority 1 or 2 student selects a non-CEL, the command may be required to fund the student's travel and per diem. Non-acquisition workforce members (Priority 5 at AITAS) must obtain approval from their organization for travel, per diem, and funding before applying on a space-available basis.

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Program Manager's Skills (PMT 400)

The Program Manager's Skills course provides O-5/GS-14 professionals, Level III certified in Program Management (PM), with the latest acquisition policies and proven best practices. Students will receive policy updates in the areas of requirements, acquisition, finance, and technical management. Through the examination of lessons learned and sharing experiences, students will develop a plan to strengthen their skills to ensure program success.

WHO MAY ATTEND: O-5/GS-14 Level III PM career field acquisition professionals. Priority of attendance is given to professionals assigned (or scheduled for assignment) to a PM office. It is recommended that students who took PMT 400 at least three years ago retake the course to maintain proficiency.

LENGTH: Resident, two weeks

LOCATION: Fort Belvoir, VA

**CONTINUOUS
LEARNING POINTS:** 77

HOW TO APPLY: Apply through the [Army Training Requirements and Resources System Internet Training Application System \(ATRRS AITAS\)](#).

FOR MORE INFORMATION: Please visit [DAU's iCatalog](#).

The [Army DAU Training Policy and Procedures](#) provides comprehensive guidance on USAASC DACM Office details regarding DAU training. Issues with DAU applications can be addressed via the [CAPPMS Help Request link](#).

SOURCE OF FUNDING: There is no cost for the course, except any travel and per diem incurred. Generally, travel and per diem are provided by DAU (via the USAASC Army DACM Office) for Priority 1 Army acquisition students, based on their selection of the most cost-effective location (CEL). Exceptions are HQ Department of the Army interns and U.S. Army Materiel Command fellows who are in the first two years of those programs. If a Priority 1 or 2 student selects a non-CEL, the command may be required to fund the student's travel and per diem. Non-acquisition workforce members (Priority 5 at AITAS) must obtain approval from their organization for travel, per diem, and funding before applying on a space-available basis.

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Program Manager's Course (PMT 401)

The Program Manager's course is offered at the DAU Defense Systems Management College (DSMC). The course is designed to improve DoD acquisition outcomes by strengthening the analytical, critical thinking, and decision-making skills of potential leaders of major defense acquisition programs and program support organizations. Applying the proven doctrine of "train as you fight," participants analyze acquisition case studies representing contemporary acquisition program challenges and dilemmas; apply a broad cross-section of knowledge of the acquisition environment and experience; and deepen their understanding of acquisition principles and practices through peer and instructor mentoring and coaching. Speakers, team projects, media training, and management simulations round out and enrich the course.

WHO MAY ATTEND: Program executive officers (PEOs), deputy program executive officers (DPEOs), and program managers/deputy project and product (DPMs) of ACAT I and II programs. Centrally-Selected List (CSL) board selected ACAT I or II Product Managers (PMs) are required to attend the course prior to beginning their PM assignment. PEO, DPEOs, and DPMs must complete the mandatory training 36 months from beginning their position. Potential ACAT I, II or III PMs and DPMs or high-potential Level III acquisition professionals directly supporting a program may participate in space-available slots.

LENGTH: Resident, 10 weeks

LOCATION: Fort Belvoir, VA; Kettering, OH; Huntsville, AL; and San Diego, CA

**CONTINUOUS
LEARNING POINTS:** 470

HOW TO APPLY: Apply through the [Army Training Requirements and Resources System Internet Training Application System \(ATRRS AITAS\)](#).

**FOR MORE
INFORMATION:** Please visit [DAU's iCatalog](#).

SOURCE OF FUNDING: There is no cost for the course, except any travel and per diem incurred. Generally, travel and per diem are provided by DAU (via USAASC Army DACM Office) for Priority 1 Army acquisition students, based on their selection of the most cost-effective location (CEL). If a Priority 1 or 2 student selects a non-CEL, the command may be required to fund the student's travel and per diem.

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Executive Program Manager's Course (PMT 402)

The Executive Program Manager's course is offered at the DAU, Defense Systems Management College. This assignment-specific course is designed to meet the learning and performance needs of newly selected Program Executive Officers (PEOs), Deputy Program Executive Officers (DPEOs), CSL Project Managers (PMs), and Deputy Project Managers (DPjMs). The focus during PMT 402 is on individual learning based upon the requirement for these acquisition leaders to develop, implement, and execute strategic planning regarding their programs and portfolios upon graduation from the class. A large portion of the course entails having discussions/ dialogue with key acquisition leaders, ranging from Overarching Integrated Product Team (OIPT) leaders, to key Office of the Security of Defense (OSD) personnel, to Service Acquisition Executives, to PEOs and the Milestone Decision Authority (MDA).

WHO MAY ATTEND: PEOs, DPEOs, ACAT I and II PMs and DPMs

LENGTH: Resident, 20 class days preceded by an online workshop

LOCATION: Fort Belvoir, VA

**CONTINUOUS
LEARNING POINTS:** 146

HOW TO APPLY: Apply through the [Army Training Requirements and Resources System Internet Training Application System \(ATRRS AITAS\)](#).

**FOR MORE
INFORMATION:** Please visit [DAU's iCatalog](#).

SOURCE OF FUNDING: There is no cost for the course, except any travel and per diem incurred. Generally, travel and per diem are provided by DAU (via USAASC Army DACM Office) for Priority 1 Army acquisition students, based on their selection of the most cost-effective location (CEL). If a Priority 1 or 2 student selects a non-CEL, the command may be required to fund the student's travel and per diem.

DEFENSE ACQUISITION UNIVERSITY EQUIVALENCY

Functional Area (FA) 51/Military Occupational Specialty (MOS) 51C Basic Qualification Course (BQC)

The FA51 BQC is designed to provide a broad spectrum of knowledge pertaining to the materiel acquisition process. It covers legal and regulatory policies and objectives that shape the acquisition process and the implementation of these policies and objectives by the U.S. Army. Areas of coverage include introduction to basic acquisition and contracting. Further, this course emphasizes Army-unique system acquisition procedures, organizations, and Army doctrine throughout the curriculum.

WHO MAY APPLY: Commissioned officers must have been assessed into the U.S. Army Acquisition Corps (AAC) with a FA code of 51. Noncommissioned officers (NCOs) must be in an acquisition workforce 51C MOS position or selected to transition to the 51C MOS. Civilians are accepted on a space-available basis, and must be in the grade range of GS-07 through GS-13 and a member of the Acquisition Workforce. Commissioned officers, NCOs, and civilians who fail to meet these prerequisites but are assigned to a materiel acquisition position will be considered for enrollment on a case-by-case basis. Contractor personnel may attend on a space-available basis if their government point of contact approves and funds their application for training.

LENGTH:

The FA51 BQC training for officers consists of two separate tracks based on their AOC. Officers selected for a Contracting position will attend the AAFC and ABCC courses sequentially prior to reporting to their first unit. Officers selected for a Program Management position will attend the AAFC and AIPM courses prior to reporting to their first unit.

- Army Acquisition Foundation Course (AAFC)-three weeks
- Army Intermediate Program Management Course (AIPM)-three weeks
- Army Basic Contracting Course (ABCC)-four weeks

Officers will receive an Academic Evaluation Report that will encompass all courses taken and will specifically state which DAU equivalencies have been granted.

ASSIGNED READINGS:

You should review the following documents prior to attending BQC. These documents give an overview of the course content and will help prepare you for class:

- Introduction to Defense Acquisition Management
- Defense Acquisition Book

MANDATED CONTINUOUS LEARNING MODULES:

You are required to complete the following continuous learning modules prior to graduation from AABC:

- CLC 033 - Contract Format and Structure for the DoD eBusiness Environment
- CLB 007 - Cost Analysis
- CLB 016 - Introduction to Earned Value Management

These three online modules must be completed to receive AABC graduation credit. Based on the intense AABC curriculum, it is a good idea to complete these continuous learning modules before your arrival. To enroll in these modules, register through [AITAS](#). After logging in, select “Apply for Training,” then the radio button for “Continuous Learning Modules (CLMs),” and then the course, and follow the enrollment directions. If you have enrollment problems, click the email icon at the bottom of the Web page to request assistance.

Bring your certificates of completion to the Course Director.

LOCATION: Army Acquisition Center of Excellence, Huntsville, AL

CONTINUOUS LEARNING POINTS: Approximate AABC-265; AIPM-204; AICC-174; AICL-60

FOR MORE INFORMATION: Contact the Army Logistics University Registrar at 804-765-4152/4149/4122/DSN 539. For the course director, contact 256-824-4890.

SOURCE OF FUNDING: TDY for military acquisition workforce members is provided by the Military Training Support Service parent or losing command and by the participant’s organization for civilian acquisition workforce members.

Noncommissioned Officer (NCO) Advanced Leader Course Phase 2

The Advanced Leader Course Phase 2 is designed to provide a broad spectrum of knowledge pertaining to the materiel acquisition process and contracting for acquisition NCOs. It covers legal and regulatory policies and objectives that shape the acquisition process and the implementation of these policies and objectives by the U.S. Army. Areas of coverage include introduction to basic acquisition and a detailed overview of basic contracting skill sets. Further, this course emphasizes Army-unique system acquisition procedures, organizations, and Army doctrine throughout the curriculum.

WHO MAY APPLY: NCOs must be in an acquisition workforce 51C Military Occupational Specialty (MOS) position or selected to transition to the 51C MOS.

LENGTH: The following courses are required for NCOs as part of the transition to the 51C MOS:

- Army Acquisition Foundation Course (AAFC)-three weeks
- Army Acquisition Basic Course (AABC)-four weeks

Note: NCOs assessed into the U.S. Army Acquisition Corps should attend these two courses sequentially. TDY orders should include both courses, beginning with the starting date of the AAFC and ending with the final date of the AABC.

NCO graduates will receive an Academic Evaluation Report that will encompass all courses taken. The USAASC Army DACM NCO Proponent will grant equivalency for Advanced Leader Course (ALC).

ASSIGNED READINGS:

You should review the following documents prior to attending AAFC. These documents give an overview of the course content and will help prepare you for class:

- Introduction to Defense Acquisition Management
- Defense Acquisition Guidebook

MANDATED CONTINUOUS LEARNING MODULES:

You are required to complete the following continuous learning modules prior to graduation from AABC:

- CLC 033 - Contract Format and Structure for the DoD eBusiness Environment
- CLB 007 - Cost Analysis
- CLB 016 - Introduction to Earned Value Management

These three online modules must be completed to receive AABC graduation credit. Based on the intense AAFC and AABC curriculum, it is a good idea to complete these continuous learning modules before your arrival. To enroll in these modules, apply using [AITAS](#). After logging in,

select “apply for training,” the radio button for “continuous learning modules (CLMs),” then the course, and follow the enrollment directions. If you have enrollment problems, click the email icon at the bottom of the Web page to request assistance.

Bring your certificates of completion to the USAASC Army Acquisition Center of Excellence Course Director.

LOCATION: Army Acquisition Center of Excellence, Huntsville, AL

CONTINUOUS LEARNING POINTS: Approximate: AAFC-44; AABC-265

FOR MORE INFORMATION: Contact the Army Logistics University Registrar at 804-765-4152/4149/4122/DSN 539. For the course director, contact 256-824-4890.

SOURCE OF FUNDING: TDY for military Acquisition workforce members is provided by the Military Training Support Service parent or losing command.

SECTION II: LEADERSHIP AND DEVELOPMENTAL OPPORTUNITIES



Training With Industry (TWI)

The Army’s TWI Program is a one year work-experience training program designed to take selected FA51 acquisition officers out of the military environment and expose them to the latest commercial business practices, organizational structures and cultures, technology development processes, and corporate management techniques. This assignment will be unlike any you have had or will have in the future.

ELIGIBILITY REQUIREMENTS:

- Be an FA51 military acquisition workforce member at the grade of MAJ or LTC
- Complete service training obligation at the completion of the TWI program
- Possess a secret security clearance
- Have a minimum of three, and not more than 19, years of Active Federal Commissioned Service prior to requesting training under the TWI program
- Meet or exceed the academic requirements determined by the industry for each fiscal year of competition

LENGTH: 10-12 months

LOCATION: Visit the [U.S. Army Human Resources Command Acquisition Management Branch Web page](#) and the USAASC [Army DACM Office TWI webpage](#) for information on industry locations.

CONTINUOUS LEARNING POINTS: 40 (applicable the year the program is completed)

FOR MORE INFORMATION: Visit the [HRC website](#) for additional details such as eligibility and application information.

PROGRAM START DATE: Summer (June through August) each year

SOURCE OF FUNDING: USAASC Army DACM Office

Competitive Development Group/Army Acquisition Fellowship (CDG/AAF) Program

The CDG/AAF program is a three-year professional and leadership developmental training and experiential program offering expanded leadership education, leadership opportunities, and developmental assignments for competitively selected grades of GS-12 and GS-13 or pay band equivalent who are Level III certified. Once selected, these high-potential professionals receive specialized cross-functional leadership training and advanced developmental assignments in various Acquisition Career Fields (ACFs). CDG/AAF focuses primarily on developing future civilian Project/Product Managers (PM); however, we also offer an acquisition leadership track for those top-performing civilians interested in broadening their experience and increasing their leadership skills but not in the PM arena.

- ELIGIBILITY REQUIREMENTS:**
- Be a current Department of the Army acquisition workforce member at the grade of GS-12 or GS-13 (or broadband equivalent)
 - Note: Applicants not already participating in the DOD Demonstration Project will be converted into it upon placement on the U.S. Army Acquisition Support Center (USAASC) Table of Distribution and Allowances
 - Be certified at Level III in any ACF
 - Have met current position certification requirement

Additional program prerequisites and requirements are listed on the [CDG Web page](#).

LENGTH: 36 months

LOCATION: Varies

**CONTINUOUS
LEARNING POINTS:** 240

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place between July and August each year. Applications should be submitted through AAPDS. AAPDS can be accessed via the [CAMP Portal](#). Once in CAPPMS, select the “AAPDS” tab, select the “Apply” link, and then select the “CDG/AAF” link for application submission.

**FOR MORE
INFORMATION:** Contact Ms. Chandra Evans-Mitchell at 703-805-1247/DSN 655 or chandra.l.evansmitchell.civ@mail.mil.

PROGRAM START DATE: March each year, based upon the availability of funding

SOURCE OF FUNDING: USAASC Army DACM Office centrally funds this program.

Defense Civilian Emerging Leader Program (DCELP)

DCELP is designed to develop the next generation of innovative leaders with the technical competence to meet the future leadership needs of the Department of Defense (DoD).

This DoD program focuses on developing emerging leaders in the Acquisition, Financial Management, and Human Resources communities. It consists of 5 weeklong residential courses over the course of 10 months focused on Leadership Assessment, Team Development I & II, Effective Writing in the Federal Government, Conflict Resolution and Leadership for Non-Supervisors. Pre-course work is required (readings and exercises) prior to attending each in-residence session.

Participants must also complete an online course of instruction on the mission and culture of the DoD and two formal capstone writing assignments in order to receive the Office of Personnel Management (OPM) Leadership Education and Development (LEAD) Certificate and the DCELP Certificate of Completion. Throughout the training seminars within the course, participants will have the opportunity to assess their potential for future leadership responsibilities and positions within DoD.

Participants should anticipate spending approximately 29 days in resident courses throughout the program. Each member of DCELP is required to have a mentor. Additional information on the program can be reviewed on the USAASC Army DACM Office’s [DCELP website](#).

**ELIGIBILITY
REQUIREMENTS:**

- Must be a permanent (non-temporary/non-term) civilian member of the Army acquisition workforce
- Must be a GS-7 through GS-11 (or broadband equivalent)
- Must meet certification requirement level in current acquisition position

NOTE: If you had met your original certification requirement and were recently promoted so you now require the next level, you may still be eligible for DCELP. The Army Acquisition DCELP Program Manager will review this on a case-by-case basis. If this situation pertains to your certification, please contact Ms. Marti Giella at marti.a.giella.civ@mail.mil

Please note the following regarding DCELP for Army Acquisition participants:

- » **FUNDING:** For Army Acquisition participants, acquisition organizations do not have any funding obligations. Tuition and lodging will be paid by DoD and TDY will be paid by the USAASC Army DACM Office.
- » An Army Acquisition workforce member must first meet his or her position certification requirement before they are eligible for additional centrally funded training. He or she must also be a permanent employee (non-temporary/non-term).
- » DCELP is a residency program. If you live near Southbridge, MA, you still must stay at the hotel.

WHO MAY APPLY: Civilian Army Acquisition Workforce members at the grades of GS-07 through GS-11 (or broadband equivalent) and certified in their current acquisition position.

LENGTH: 10 months (approximately 29 days in resident courses)

LOCATION: Resident courses are held at the Southbridge Hotel and Conference Center in Southbridge, MA; travel and per diem expenses will be paid for by USAASC Army DACM Office.

CONTINUOUS LEARNING POINTS: 240 for the entire program upon completion

HOW TO APPLY: The announcement and board application are automated processes that traditionally take place each summer. Applications should be submitted through AAPDS. AAPDS can be accessed via the [CAMP Portal](#). Once in CAMP, click on the CAPPMS tab, select the “AAPDS” tab, select the “Apply” link, and then select the “DCELP” link for application submission.

FOR MORE INFORMATION: Contact Ms. Marti Giella at 703-805-2700/DSN 655 or marti.a.giella.civ@mail.mil.

PROGRAM START DATE: January, but the application period is generally in May-June of the prior year

SOURCE OF FUNDING: DoD for tuition and lodging; USAASC Army DACM Office for travel and per diem; participant’s command for salary

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Executive Leadership Development Program (ELDP)

The ELDP is a DoD program providing participants with extensive exposure to DoD's roles and missions and an increased understanding and appreciation of today's Soldiers. Soldiers speak of being at the "tip of the spear"—ELDP provides these experiences. The program was established in 1985 with the approval of the Secretary of Defense and has continued over the years to train DoD's future leaders to recognize and respond to the issues facing DoD. During the course of the 10-month training, participants travel to a variety of locations in the United States and overseas to train with the warfighter. Through intense, hands-on field experience, participants see firsthand the many challenges that our troops face in carrying out the mission of DoD. ELDP is not for everyone. It is both mentally and physically challenging. It is designed for high-potential individuals with strong leadership skills and the desire to progress into senior leadership roles in DoD. In addition to the field experience, the class also includes seminars in Washington, D.C., led by experts in such areas as defense, foreign affairs, and politics. Participants must demonstrate initiative, professional excellence, community involvement, a commitment to public service, and integrity.

WHO MAY ATTEND: Department of the Army civilians at the grade of GS-12 through 15 (or broadband equivalent)

LENGTH: 10 months (Note: Individuals are in training roughly 10-14 weeks over a 10-month period; the remaining time is spent back at their duty station in a non-training status.)

LOCATION: Washington, DC; Hartford, CT; Southbridge, MA (Varies depending on Orientation, Core study, Deployments Seminars)

**CONTINUOUS
LEARNING POINTS:** 320

HOW TO APPLY: [DOD ELDP Website](#)

**FOR MORE
INFORMATION:** Contact Mr. Ulysses Perea at 703-805-2184/DSN 655 or ulysses.perea.civ@mail.mil.

PROGRAM START DATE: August and June of each year, based upon availability of funding

SOURCE OF FUNDING: ELDP is centrally funded. All costs (travel, per diem and tuition) associated with this program will be funded by the Civilian Training and Leader Development Division (CTLD) for all Civilian applicants.

Defense Senior Leader Development Program (DSLDP)

The DSLDP is the premier civilian leader development program for the DoD. DSLDP institutes a competency-based approach to the deliberate development of senior civilian leaders with the enterprise-wide perspective needed to lead organizations and programs and to achieve results in the joint, interagency, and multinational environments. Created in response to our changing environment, DSLDP is the successor program to the Defense Leadership and Management Program, which concluded at the end of FY10.

ELIGIBILITY REQUIREMENTS:

- Be a DA civilian at the grades of GS-14/15 (or broadband equivalent)
- Have served at least three years in a DA civilian permanent appointment position
- Possess a bachelor's degree
- Have successfully completed the Civilian Education System Advanced Course or received equivalency credit

LENGTH: 24 months

LOCATION: Resident - Varies; Seminars - Defense Executive Management Training Center in Southbridge, MA, unless specified otherwise; Individual Development - Varies

**CONTINUOUS
LEARNING POINTS:** 320

HOW TO APPLY: [DOD DSLDP Website](#)

**FOR MORE
INFORMATION:** Contact Mr. Ulysses Perea at 703-805-2184/DSN 655 or ulysses.perea.civ@mail.mil

PROGRAM START DATE: Schedule not available at print time. Contact the POC for more information.

SOURCE OF FUNDING: Travel and per diem associated with approved DSLDP activities are generally paid from centrally managed DoD funds.

Excellence in Government Fellows (EIGF) Program-Acquisition Concentration

The EIGF program is a leadership program conducted by the Partnership for Public Service located in Washington, DC. The Partnership is a nonprofit, nonpartisan organization that works to revitalize our federal government by inspiring a new generation to serve and by transforming the way government works. The program offers hands-on leadership development for project

managers and acquisition professionals and transforms managers into leaders. It provides participants with hands-on, results-based leadership development and a transformational experience that concentrates on leadership and management challenges specific to government. It meets the interagency training requirements necessary for OPM-approved candidate development program and is designed to complement the core qualifications for members of the Senior Executive Service. Participants will be required to participate in training events in Washington, DC and other locations outside of the Washington, DC area. During the year-long program, Fellows remain in their full-time jobs, meet every six weeks and spend a total of approximately 20 days in session. Fellows also devote up to five hours per week to their projects. The program begins in October of each year.

**ELIGIBILITY
REQUIREMENTS:**

- This program is focused on GS-14/15 level employees; however, high-performing GS-13s are eligible to attend.
- Be based in the greater Washington, DC area or be able to travel to Washington, DC and other locations for scheduled training event.

WHO MAY ATTEND: Civilian acquisition workforce members at the grade of GS-13 and above or equivalent

LENGTH: Classes meet approximately a total of 20 days during the 10-month program

LOCATION: Washington, DC, and other locations

**CONTINUOUS
LEARNING POINTS:**

1 point per hour of instruction

HOW TO APPLY: Due to resource constraints, the USAASC Army DACM Office will not be conducting a formal announcement for EIGF for FY15. Commands may sponsor high performing acquisition workforce member(s) GS-14/GS-15 to include exceptional GS-13s or equivalent. Additional information and the online application can be found on the [Partnership for Public Service website](#), and the POC is Mr. Christopher Wingo at cwingo@ourpublicservice.org or 202-464-2690.

**FOR MORE
INFORMATION:**

Contact Mr. Darrell E. Whitehurst at 703-805-1236/DSN 655 or darrell.e.whitehurst.civ@mail.mil.

SOURCE OF FUNDING: Command Funded (\$9,900 for FY15 tuition cost and TDY)

Federal Executive Institute (FEI)-Leadership for a Democratic Society (LDS)

The FEI-LDS program improves the leadership skills of senior career federal government executives to enhance their individual performance and the performance of government agencies. The program focuses on four themes: personal leadership, transforming organizations, policy in a constitutional system, and the global context for executive action.

WHO MAY ATTEND: Senior Executive Service members, colonels, and GS-15s or equivalent pay band within the Demonstration Project who are certified in their current acquisition position.

LENGTH: 4 weeks

LOCATION: Charlottesville, VA

CONTINUOUS LEARNING POINTS: Approximately 160 (1 per hour of classroom instruction)

HOW TO APPLY: Instructions for applying to this program can be found in the [ACTEDS Training Catalog](#). Additional information on the FEI-LDS programs can be found at the [FEI-LDS website](#). The USAASC Army DACM Office no longer conducts a central announcement for FEI-LDS. If you are interested in attending one of the FEI-LDS programs, please contact your Career Program Manager or your command for funding.

Functional Area 51 (FA51) Intermediate Qualification Course (IQC)

The FA51 IQC is the Army Acquisition Corps FA-specific follow-on to the core Intermediate Level Education (ILE). FA51 IQC is part of the FA51 Leader Development Plan, which was validated by the Department of the Army G-3/5/7 on 12 September 2005, and together with ILE, grants Military Education Level-4 certification. FA51 IQC develops acquisition leaders capable of leading and managing any acquisition organization at the LTCOL level and develops a pool of future senior officers/civilians trained in innovative leadership and acquisition topics.

ELIGIBILITY REQUIREMENTS:

- FA51, Military Acquisition Corps Officer in cohort Year Group 94 and subsequent
- Possess a bachelor's degree
- Be a civilian member of the Competitive Development Group/Army Acquisition Fellowship (CDG/AAF)

WHO MAY APPLY: FA51, Military Acquisition Corps Officers, in the grade of O-4, and civilian members of the CDG/AAF

LENGTH: Three weeks (resident)

LOCATION: Huntsville, AL

**CONTINUOUS
LEARNING POINTS:** 80

HOW TO APPLY: FA51, Military Acquisition Corps Officers should contact their designated Assignment Officer for details on how to apply. Civilian CDG/AAF members should contact Ms. Chandra Evans-Mitchell at Commercial: 703-805-1247/DSN 655 or email: chandra.l.evansmitchell.civ@mail.mil.

**FOR MORE
INFORMATION:** Contact LTC Monique Rivera at 703-805-1248/DSN 655 or monique.n.rivera.mil@mail.mil

PROGRAM START DATE: Varies

SOURCE OF FUNDING: USAASC Army DACM Office centrally funds the course costs for CDG/AAF fellows; military student TDY is covered by the Military Training Service Support (MTSA) fund account from the officer's parent or losing command.

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Senior Leader Course (SLC)

The SLC is designed to fulfill leadership training requirements for senior Noncommissioned Officers (NCOs) serving in the Acquisition Workforce.

WHO MAY APPLY: Active Army or Reserve Component enlisted personnel SSG (P), SFC or MSG, selected by a Department of the Army selection board (Active Army) or recommended by unit commander (Reserve Component) qualified in MOS 51C.

- Meet the requirements outlined in Chapter 4 of AR 614-200, AR 350-1, AR 351-4, AR 600-9, and DA PAM 611-21
- Meet the physical fitness standards, weight standards, or be physically qualified or meet the physical qualifications with a waiver according to AR 40-501
- Have a minimum of one year of operational contracting experience

LENGTH: SLC training for Non-commissioned officers consists of the:

- 44 hours of TRADOC common core tasks
- Contracting specific tasks such as Contracting Support Integration Plans (CSIP), Annex "W" preparation, and the Military Decision Making Process (MDMP)
- The course is currently two weeks and five days long.

NCOs will receive an Academic Evaluation Report that will encompass all courses taken.

LOCATION: Army Logistics University, Fort Lee, VA

FOR MORE INFORMATION: Contact the Army Logistics University Registrar at 804-765-4152/4149/4122/DSN 539. For the course director, contact 256-824-4443.

SOURCE OF FUNDING: TDY for military acquisition workforce members is provided by the Military Training Support Service parent or losing command.

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Army Intermediate Contracting Course (AICC)

AICC addresses intermediate principles of the Defense Federal Acquisition Regulation and Federal Acquisition Regulation; and manages, performs, and administers contracting functions for commodities, services, and construction using acquisition procedures, negotiation, and other approved methods of contracting.

WHO MAY APPLY: Civilians:

Must be GS-9-11 and Level 1 certified in contracting and be assigned to a Career Program 14 position. **Active, Reserve and Guard Officers:** Commission officers (03 - 04) must have been accessed into Functional Area 51, completed all current DAWIA Level 1 contracting certification standards, and have a minimum of two years operational contracting experience. NCOs in an Acquisition Workforce 51C Military Occupational Specialty position who:

- Are the rank of Staff Sergeant (promotable), Sergeant First Class, Sergeant First Class (promotable), or Master Sergeant
- Meet the requirements outlined in Chapter 4, AR 614-200, AR 350-1, AR 351-4, AR 600-9, and DA PAM 611-21
- Meet the physical fitness standards, weight standards, or be physically qualified or meet the physical qualifications with a waiver according to AR 40-501
- Have a minimum of two years (can be waived if a Soldier has a minimum of 18 months contracting experience or operational contracting experience)

LENGTH: AICC training consists of the:

- Army Intermediate Contracting Course (AICC) - four weeks. TDY orders should include the beginning of the starting date of the AICC and end with the final date of the AICC.

NCOs will receive a Certificate of Training that will encompass all courses taken.

LOCATION: Army Acquisition Center of Excellence, Huntsville, AL

HOW TO APPLY: Visit the [AICC Website](#)

FOR MORE INFORMATION: Contact the Army Logistics University Registrar at 804-765-4152/4149/4122/DSN 539. For the course director, contact 256-824-4443.

SOURCE OF FUNDING: TDY for military acquisition workforce members is provided by the Military Training Support Service parent or losing command.

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Acquisition Leadership Challenge Program (ALCP) Level B/I/II

The purpose of the ALCP is to develop leaders who will more effectively perform in their current and future roles. The ALCP provides integrated uses of multiple, proven psychological instruments to afford participants with a comprehensive look at themselves as leaders and provide them with practical application of their results. This insight allows the program participants to better understand how they and others operate, with practical skills to leverage this knowledge and better contribute as leaders in their organizations. The three levels of ALCP are:

ALCP B (Beginning) is targeted to assist new hires to the career civil service into the Federal and Acquisition workforce. ALCP B provides a solid foundation, common language and common expectations for both ALCP I and eventually ALCP II.

- a. ALCP I focuses on the individual with emphasis on who they are and their behavioral preferences and leadership tendencies and how those preferences work for them now and over the long term. ALCP I is targeted for those individuals in an organization who are now being asked to lead smaller groups and “worry about things other than themselves.”
- b. ALCP II focuses on the major challenge for new organizational leaders to incorporate individual talents into a cohesive work force. ALCP II is targeted for those individuals in the organization who are in a group level of leadership and are now being asked to manage an organization.
- c. Please refer to the [ALCP website](#) for additional details of the program.

ELIGIBILITY REQUIREMENTS:

- Be nominated/selected for each class by your organization/command
- Be a permanent civilian acquisition workforce member
- Be a GS-07-11 (or broadband equivalent) for ALCP B
- Be a GS-12/13 (or broadband equivalent) for ALCP I
- Be a GS-14/15 (or broadband equivalent) for ALCP II

WHO MAY ATTEND: Civilian acquisition workforce members (GS 7-11 for ALCP-B; GS 12-13 for ALCP-Level 1; and GS 14-15 for ALCP-Level 2)

LENGTH: ALCP B, 1.5 days; ALCP I, 2.5 days; and ALCP II, 2.5 days

LOCATION: Atlanta, GA and other local sites

CONTINUOUS LEARNING POINTS: ALCP B, 12 points; ALCP I and II, 20 points

HOW TO APPLY: The USAASC Army DACM Office conducts four quarterly announcements each FY. The Manager of the ALCP will coordinate directly with Organization Acquisition POCs (OAPs) and Acquisition Career Management Advocates (ACMAs) to fill quotas for seats in each course. Each command/organization will be provided quotas for ALCP offerings based on command/organization size as well as location (for local offerings). Please contact your command/organization ACMA or OAP.

FOR MORE INFORMATION: Contact Mr. Darrell E. Whitehurst at Commercial: 703-805-1236 or email: darrell.e.whitehurst.civ@mail.mil.

PROGRAM START DATE: October of each year, based upon availability of funding

SOURCE OF FUNDING: USAASC Army DACM Office

SECTION III: CIVILIAN EDUCATION SYSTEM (CES)

CES is a Department of Army progressive and sequential leader development program that provides enhanced educational opportunities for Army civilians throughout their careers. The program enables Army civilians to become multi-skilled, agile leaders of the 21st century, who personify the Warrior Ethos in all aspects, from warfighting support to statesmanship and enterprise management.

CES provides eight levels of civilian development:

- Foundation Course
- Basic Course (116 Continuous Learning Points (CLPs))
- Intermediate Course (163 CLPs)
- Advanced Course (269 CLPs)
- Continuing Education for Senior Leaders (76 CLPs)
- Action Officers Development Course (40 CLPs)
- Supervisors Development Course (39 CLPs)
- Managers Development Course (20 CLPs)

The method of delivery depends on the course: Distributed Learning (DL), resident instruction, or blended learning, which is a mixture of both DL and resident instruction.

All supervisors (GS-13 and above or broadband equivalent) must complete the Advanced Course within 24 months of accepting a supervisory position.

Advanced CES is required to be eligible for Army/DOD Military Education Level 1 Courses (i.e., Senior Service College, Harvard Senior Fellowship, etc.).

LOCATION: A complete list of CES training courses and application instructions may be found on the [CES Website](#).

Foundation Course

Foundation Course is designed for those entering the Army. Students will learn to understand and appreciate Army values and customs, serve professionally as members of the Department of the Army, acquire foundation competencies for leader development, develop effective communication skills, and be ready to assume a first leadership role.

Action Officer Development Course

Provides insight on how staff-level work is performed Army-wide. It covers organization and management, executing completed staff work, managing time and priorities, conducting meetings and interviews, solving problems and making decisions, communications, writing to the Army standard, coordinating, conducting briefings, and ethics.

Basic Course (BC)

Designed for those who exercise direct leadership. The BC provides basic leadership skills to effectively lead and care for small teams, apply effective communication skills, and develop and mentor subordinates.

Management Development Course

Provides supervisors and managers with basic skills for managing work and leading people.

Supervisor Development Course

Provides supervisors and managers with civilian personnel administration skills, such as work management and basic supervision.

Intermediate Course

Designed for those who exercise direct and indirect supervision. Students learn skills to manage human and financial resources; direct program management and systems integration; and display flexibility, resilience, and focus on mission.

Advanced Course

Provides leaders with skills in leading a complex organization, such as managing human and financial resources, facilitating changes, inspiring vision and creativity, and directing program management and systems integration.

APPENDIX A: ACRONYMS

AABC	Army Acquisition Basic Course
AAC	Army Acquisition Corps
ACDM	Acquisition Career Developmental Model
ACF	Acquisition Career Field
ACM	Acquisition Career Manager
ACRB	Acquisition Career Record Brief
ACS	Advanced Civil Schooling
ACTEDS	Army Civilian Training, Education and Development System
AET	Acquisition Education and Training
AFCS	Active Federal Commissioned Service
AICL	Army Intermediate Contracting Laboratory
AIPM	Army Intermediate Program Management
AITAS	ATRRS Internet Training Application System
AKO	Army Knowledge Online
ALCP	Army Acquisition Leadership Challenge Program
AL&T	Acquisition, Logistics, and Technology
AMC	U.S. Army Materiel Command
AO	Action/Assignment Officer
AR	Army Regulation
ATAP	Acquisition Tuition Assistance Program
BQC	Basic Qualification Course
CAMP	Career Acquisition Management Portal
CAPPMIS	Career Acquisition Personnel and Position Management Information System
CDG/AAF	Competitive Development Group/Army Acquisition Fellowship
CES	Civilian Education System
CEU	Continuing Education Unit
CLP	Continuous Learning Point
CMS	Certification Management System
CPOL	Civilian Personnel Online
CSL	Centralized Selection List
DA	Department of the Army
DAU	Defense Acquisition University
DAU-SSCF	Defense Acquisition University-Senior Service College Fellowship
DAWIA	Defense Acquisition Workforce Improvement Act
DCELP	Defense Civilian Emerging Leader Program
DOD	Department of the Defense

DSLDP	Defense Senior Leadership Development Program
EIGF	Excellence in Government Fellows
ELDP	Executive Leadership Development Program
FA	Functional Area
GMAT	Graduate Management Admission Test
GO	General Officer
GPA	Grade Point Average
GRE	Graduate Record Examination
HRC	Human Resources Command
HRCoE	Human Resource Center of Excellence (formerly HRC)
IDP	Individual Development Plan
ILE	Intermediate Level Education
IPT	Integrated Product Team
IQC	Intermediate Qualification Course
M&S	Modeling and Simulation
MOS	Military Occupational Specialty
MSPM	Master of Science in Program Management
NCO	Noncommissioned Officer
NPS	Naval Postgraduate School
NWC	National War College
ORB	Officer Record Brief
PDE	Professional Development and Education
PM	Product/Project/Program Manager
SES	Senior Executive Service
SLC	Senior Leader Course
SLRP	Student Loan Repayment Program
SOC	School of Choice
SPRDE	Systems Planning, Research, Development, and Engineering
SSC	Senior Service College
TDY	Temporary Duty
TWI	Training with Industry
USAASC	U.S. Army Acquisition Support Center
USAWC	U.S. Army War College



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