

**CONTINUED SERVICE AGREEMENT
FOR PARTICIPANTS OF THE
ARMY DIRECTOR, ACQUISITION
CAREER MANAGEMENT (DACM) OFFICE
NAVAL POST GRADUATE SCHOOL (NPS) PROGRAM OPPORTUNITIES**

The Army Director, Acquisition Career Management Office requires that Army Acquisition Workforce (AAW) civilians selected to participate in either the Naval Postgraduate (NPS) Systems Engineering Non-Resident Master's Degree Program (MSSE) With a System of Systems Focus or the NPS Systems and Program Management (MSSPM) Non – Resident Master's Degree Programs complete a Continued Service Agreement (CSA) as part of their application process. Supervisors will ensure the AAW civilian is informed in advance of this requirement. The AAW civilian who complete a CSA agrees to the following statements:

- a. I agree that upon completion of the training in which I have requested, if I receive salary covering the training period, I will serve in the Department of Defense (DoD) the length of the training period. The NPS-MSSE and NPS-MSSPM Program is a 2-year program. The period of obligated service is 24 months. The period of obligated service begins after the ending date of the last course of the 2-year program. Supervisors will ensure the AAW civilian is informed in advance of this requirement. DoD agencies include Army, Navy, Air Force, and Marines.
- b. I acknowledge that if I leave the DoD before completing the period of service agreed to in item a above, I AGREE to reimburse the U.S. Treasury for the cost of tuition and books (EXCLUDING salary paid in connection with my training). However, the amount of the reimbursement will be reduced on a pro rata basis for the percentage of completion of the obligated service. (For example, if the cost of training is \$900 and I complete two-thirds of the obligated service, I will reimbursed the U.S. Treasury \$300 instead of the original \$900).
- c. I acknowledge that this agreement does not in any way commit the Federal Government to continue my employment. I understand that if there is a transfer of the unfulfilled portion of my service obligation to another agency or organization within DoD, the agreements will remain in effect until I have completed my obligated service with that agency or organization.
- d. I acknowledge that I will be administratively removed from the training program and no longer eligible to receive funding from the Army DACM Office if I leave my Army position coded as Army acquisition and accept an Army position that is not coded as acquisition.
- e. I acknowledge that I will be administratively removed from the training program and no longer eligible to receive funding from the Army DACM Office if, for any reason, I no longer meet the certification level required for my current position that is coded as Army acquisition.
- f. I acknowledge that if I leave my Army acquisition position and accept a position outside of the Army acquisition workforce, I will no longer be eligible to receive funding under the Army DACM Office. My new organization or agency has the option of funding the remaining cost of training.

- g. I acknowledge that if I leave DoD to enter service of another Federal agency other than DoD prior to completing the period of obligated service agreed to in item a above, I will give the Army DACM Program Manager, my current supervisor and my serving personnel advance notice of at least ten working days during which time, in accordance with Federal regulations, a determination concerning reimbursement or transfer of the remaining service obligation to the gaining agency will be made. Request to waive repayment of training dollars will be sent to Army Director Acquisition Career Management Office, ATTN: Branch Chief, Acquisition, Education and Training, 9900 Belvoir Road, Building 201, Suite 101, Fort Belvoir, VA 22060-5567.
- h. I acknowledge that all reimbursements will be made by money order, personal check or certified check, payable to the U.S. Treasury and sent to Army Director Acquisition Career Management Office, ATTN: NPS Program Manager, 9900 Belvoir Road, Building 201, Suite 101, Fort Belvoir, VA 22060-5567
- i. I acknowledge that any amounts which may be due to the U.S. Treasury as a result of any failure on my part to meet the terms of this agreement may be withheld from any monies owed to me by the Federal Government and will be recovered by such other methods as are approved by law.
- j. I further AGREE to obtain prior approval from my organization and the person responsible for authorizing government training requests of any proposed change in my approved training program involving courses and scheduled changes, withdrawals or incompletions.

Period of Obligated Service:

FROM (enter date): _____ **TO (enter date):** _____

I am not receiving any contributions, awards, or payments in connection with this training, from any other government agency or non-government organization and shall not accept such without first obtaining approval from the authorizing training official. I agree that should I fail to complete the requested training successfully due to circumstances within my control, I will reimburse the agency for all training cost excluding salary associated with my attendance. Circumstances within my control are listed below in which I will reimburse the Federal Government should I fail to successfully complete the requested training:

1. An "incomplete", "failed", or a grade less than a "B" in a course.
2. "Drop" or "withdraw" from a course after the course start date.
3. Withdrawal from the program after commencement of the program and funds have been obligated.

EMPLOYEE PRINT FIRST NAME	EMPLOYEE PRINT LAST NAME	FUNCTIONAL AREA/LEVEL OF CERTIFICATION

Employee's digital or physical signature

Date Signed

Supervisor's digital or physical signature

Date Signed