

**WILLIAM J. PERRY CENTER FOR HEMISPHERIC DEFENSE STUDIES
INSTRUCTIONS FOR THE ONLINE APPLICATION FORM**

**DEFENSE GOVERNANCE
(DG 2021)**

Application Period: 29 May – 28 June, 2021

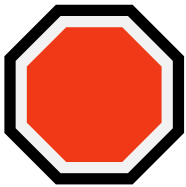
Preparatory Phase: 06 – 17 September, 2021

Active Phase: 20 – 24 September, 2021

Due to the focus of this course and the limited number of slots available to self-nominated candidates, we will not be accepting applications from non-government civilians (e.g. university professors, consultants, researchers, etc.) or retired military officers who do not currently work as government civilians in a ministry level decision-making capacity.

WHO CAN USE THIS FORM TO APPLY

- Civilians (government only)
- Retired military who are working in a civilian government capacity
- Non-military police
- Active duty military who live in the Washington, DC metropolitan area.



WE WILL NOT ACCEPT APPLICATIONS DIRECTLY FROM ACTIVE DUTY MILITARY PERSONNEL WHO LIVE OUTSIDE OF WASHINGTON, DC. THOSE INDIVIDUALS MUST CONTACT THE OFFICE OF MILITARY COOPERATION (MILGROUP) AT THE UNITED STATES EMBASSY IN THEIR COUNTRY TO APPLY.

For specific information, contact our registrar's office at chdsregistrar@ndu.edu

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Please follow all of the instructions on these pages, as well as those located online on our web page at <http://williamjerrycenter.org/academics>, which contains additional information not found on this here, including the Academic Integrity and Non-Attribution statement, which you agree to abide by if selected for the course.

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Once you begin filling out the online application form, you will have to submit it in the same session. You will not be able to save your progress and return to it later.

The application process includes answering some essay questions, located on the online form. The questions specific to this course are listed in section 6. Before loading the application form, you might wish to review the essay questions beforehand and write your responses separately. The online application form will let you copy and paste text into the appropriate text boxes.

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The application form is located at the following URL:

<https://www.dscarc.org/default?regcenterid=11&eventid=57173&reltype=12479>

Please keep in mind that the Perry Center shares this application system with other regional centers; therefore the form is initially presented to you in English. In the upper left-hand side of the page, there is a drop-down menu for automatic translation into various languages. This is designed to help you better understand the application form, but please keep in mind that machine translation is not perfect.

After you complete the online application form and have received your confirmation number, please send the following document to chdsregistrar@ndu.edu:

- Professional Experience Form (available for download on the course description page)

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When you send your documents via e-mail, the subject line must contain your last name, country, course, and confirmation code provided to you by the system. *Failure to provide this information with your documentation may result in delays processing your application.*

Example: SMITH – JAMAICA – DG 2021 – QPLFHNJ1234.

Please ensure that the combined total file size of your attachments does not exceed 8 MB. We will not grant deadline extensions due to messages being rejected by our e-mail server.

Applications will not be considered complete until the Perry Center receives all of the required documents (Online application form, Professional Experience Form)

Upon submitting an application, you certify that you:

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- Have read the general course description, candidate profile, and the application instructions on this document and web site.
- Understand these instructions and agree to abide by the National Defense University's Academic Integrity Policy.
- Understand that all courses are subject to availability of funds.
- Meet the language requirements for this course, and (if selected to participate or placed on the waiting list) will take an English reading comprehension exam (if asked).
- All information you have provided is accurate.

All applicants will receive notification via e-mail approximately ten weeks before the start of the course if they have 1) been selected, 2) have been placed on the waiting list, or 3) have not been selected.

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ESSAY QUESTIONS – EACH RESPONSE SHOULD BE 400 WORDS OR LESS

1. Using specific examples, describe how in your current position you play a role in the governance and high-level management of the security or defense institutions in your country.
 2. Identify how your career progression will enable you to be a change agent who can lead development of solutions to address inefficiencies in the governance and management of your security and defense institutions.
 3. How will your attendance at this course allow you to contribute substantively to a process of institutional reform in the security and defense sectors in your country?
 4. Describe what you assess to be the most important institutional concern preventing greater efficiency, effectiveness, and transparency in the security or defense institutions.
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