



ADVANCED MANAGEMENT PROGRAM APPLICATION

This application is for students applying to the Advanced Management Program (AMP) of the Information Resources Management (IRM) College at the National Defense University. The AMP is a 14-week in-residence program for middle and senior level managers, GS-13 level and above. Please type or print in black ink and be sure to follow the instructions as you complete and submit your application. Application material must be submitted to the IRM College Registrar's Office by fax, email, or postal mail. Application materials that remain incomplete for more than 10 business days will be destroyed unless prior approval has been granted by the AMP Director. For more information on the AMP application requirements, visit http://www.ndu.edu/irmc/pcs_amp.htm

A completed application includes:

- Advanced Management Program Application
- Applicant Resume
- Nomination Letter from Supervisor

Applicants who do not meet the eligibility requirements outlined in the AMP instructions must also include an eligibility waiver request with their application as part of the nomination letter. No more than one-grade level will be considered for a waiver (i.e., GS-12 or O-4).

AMP APPLICATION TERM

Which AMP are you applying for? (check one and identify year) Fall Spring Year _____

PERSONAL INFORMATION

Applicant Name (First, MI, Last) _____
(Please include prefix and suffix, if applicable. Use full legal name as it appears on official government-issued identification documents.)

Date of Birth ____/____/____
(mm/dd/yy)

Gender Female
(check one) Male

Country of Citizenship _____ **Ethnicity** _____

EMPLOYMENT INFORMATION

Current Organization/Agency _____

Job Title _____

Military/Civilian Status (check one) Military _____ (If military, identify which branch)
 Civilian

Rank/Grade _____ **Date of last promotion** _____
(If rank/grade is below GS/GM 13 or equivalent, or O-5 for military officers, applications must be accompanied by an eligibility waiver request. Non-federal applicants, including international and private industry applicants, must be of equivalent rank.)

Work Mailing Address _____

Work Phone _____ **Alternate Phone** _____ **Fax** _____

Work Email _____ **Alternate Email** _____

EDUCATIONAL INFORMATION

List all colleges/universities attended following high school graduation. All applicants must possess a bachelor's degree from a regionally accredited institution. (Applicants who do not possess a bachelor's degree must submit an eligibility waiver with their applications.)

Degree and Field	College/University (Name, City, State)	Dates Attended
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SUPERVISOR INFORMATION

Supervisor Name (First, MI, Last) _____

Agency/Company _____

Job Title _____

Work Mailing Address _____

Work Phone _____ **Work Email** _____

ESSAY QUESTION

What professional goals do you hope to accomplish in the next five years and how will participating in AMP help you achieve these goals? (Answers must be 200 words or less.)

APPLICATION SUBMISSION

Applications may be submitted by email, fax, or postal mail. If possible, please email all materials together. All additional application materials including resumes, nomination letters, and eligibility waiver requests (if applicable) must be received by the IRM College within 10 business days of the AMP application, and must be received by the published application deadline. If sending by postal mail, all application materials must be postmarked by the application deadline.

Email: IRMCRegistrar@ndu.edu

Fax: 202-685-4860

Postal Mail: IRMC Registrar, Building 62, Marshall Hall, Fort Lesley J. McNair, Washington, DC, 20319-5066

AMP information, including eligibility and fees, available at <http://www.ndu.edu/irmc/> or email Dr. Kathleen Schulin, AMP Director, at schulink@ndu.edu