

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

**DEFENSE GOVERNANCE
(DG 2022)**

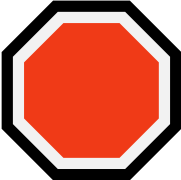
Application Period: 16 Apr – 21 May 2022

Preparatory Phase (Virtual): 22 Aug – 02 Sep 2022

Active Phase (Residential): 12 – 23 Sep 2022

WHO CAN USE THIS FORM TO APPLY

- Government civilians
- Retired military in government positions
- Non-military police
- Active duty military who live in the Washington, DC metropolitan area.




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.

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, please contact our registrar's office at chdsregistrar@ndu.edu

For the first time ever, the Perry Center, in partnership with the United States Southern Command, will offer a workshop on "Strategic and Policy Implications of UNSCR1325: Women, Peace, and Security." It will focus on understanding how to design policies that maximize the meaningful participation of women in defense.



This three-day optional workshop (September 7-9) is offered to all participants who will attend the Defense Governance 2022 course (September 12-23). Individuals attending both the workshop and the course should plan to arrive in Washington, DC on September 6. It is not possible to attend this workshop without attending the Defense Governance course

If you wish to attend this optional workshop, please indicate your interest on the application form for the Defense Governance 2022 course.

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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://williamjperrycenter.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 application form. The questions specific to this course are listed below in section 6. Before loading the application form, you might wish to review the essay questions 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=58177&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.

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

- **Two (2) letters of recommendation:**
 - One of the letters must be from your supervisor / chain of command.
 - Both letters should specifically indicate what you would be contributing to the course, and what benefits you and/or your organization would derive from your attendance, should you be selected to participate.
 - Both letters must be dated no earlier than 60 days before your actual application date.
 - Individuals who are independent contractors or sole proprietors must still submit two letters of recommendation from professional references addressing the above points.
 - Both letters should be addressed to the Director of the William J. Perry Center for Hemispheric Defense Studies.
- **Professional Experience Form (available for download directly below). The form must be completed fully. DO NOT ATTACH a copy of your own CV in lieu of completing the form:**
 - English version - <https://bit.ly/ExperienceForm-EN>
 - Spanish version - <https://bit.ly/ExperienceForm-SP>

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 2022 – 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, Letters of Recommendation, Professional Experience Form)**

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Upon submitting an application, you certify that you:

- Have read the general course description, candidate profile, and the application instructions on this document and web site.
- Understand that this includes a two-week preparatory phase before the active phase begins. You will actively participate in all the online sessions and promptly complete assigned homework. Successful completion of the preparatory phase is required to attend the active portion of this course.
- 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.
- All information you have provided is accurate and truthful.

All applicants will receive notification via e-mail approximately three weeks before the start of the preparatory phase 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. 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?
 3. 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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