

## Participation Agreement for NPS Distance Learning Programs

NPS has offered distance learning (DL) programs for many years. Most students work full-time, making it challenging to balance family, work and school. Therefore, the more support a student receives from his or her command/company sponsor the greater the likelihood for success.

Our goal is to provide students with the best possible education in a timely and efficient manner. Achieving this goal includes maximizing the learning experience to ensure the student returns to the command/company on time.

The first step is to ensure the student understands his or her responsibilities and required level of commitment. Expectations for graduate-level programs and the time required for successful completion are significantly higher than undergraduate studies. Therefore, students are expected to actively participate during classes and other academic activities, as well as successfully complete all assignments.

Command/Company Sponsors can support DL students in the following ways:

### **Time Allocation**

It is imperative for students and command/company sponsors to understand the commitments and expectations required to achieve academic success. Consistent class attendance will enhance on-time graduation and maximize the student's educational experience. Though some DL classes are asynchronous and do not require attendance on a specific day/time, synchronous DL classes are often held during the workday. Most NPS programs do not require release time or alternate work schedules for class attendance, but it is highly recommended. *Please see each program's individual web page for further details:* [www.nps.edu/dl](http://www.nps.edu/dl)

### **Travel**

Many DL students have jobs requiring travel. Although there is some flexibility for class attendance, frequent travel may impede a student's academic success. As previously mentioned, consistent class participation is critical to students' overall educational experience and their ability to graduate on schedule.

### **Technology**

NPS DL programs employ various delivery methods including asynchronous online, synchronous web or video-conferencing (VTC) a.k.a. video-tele-education (VTE), and/or face-to-face at a remote site.

Adequate command/company technological support at the local level is critical for success. Students must fully understand the methods used by the respective program. NPS program representatives can assist in developing this understanding.

### **Tuition**

NPS is mission-funded to provide tuition-free education to eligible active duty naval officers (USN & USMC). Additional course fees may be required. All others must be financially sponsored by their command, company, agency or organization. Tuition for contractor students officially accepted into an NPS program must be fully paid by their company, either to NPS directly or as a reimbursement to the student.

### **Authorizing Official / Command or Company Sponsor**

An Authorizing Official is the representative of the applicant's organization, usually a supervisor or manager, who has the authority to approve student participation in an NPS DL program, and grant permission for student to change, retake or withdraw from a course or program. The company may want to designate additional Points of Contact (POCs) who will coordinate with NPS personnel to resolve DL student support and academic issues that may arise during the time the student is in the program.

### **Applicant Information**

Last Name:	First Name:	MI:
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### **Command/Company Authorizing Official Information**

<input type="checkbox"/> I have read the above, and I authorize the applicant's enrollment (upon official acceptance) and participation in the NPS Distance Learning Program		
Command/Company:	Authorizing Official Title:	
Last Name:	First Name:	
Telephone:	Email:	
Authorizing Official Signature:	Date:	