

The following classes will be held at Wright-Patterson Air Force Base, Dayton, Ohio

FY 05 CALENDAR (OCTOBER 04 - SEPTEMBER 05)

FOREIN MILITARY SALES	COST	COURSE DATES AND COURSE CODES											
		OCT 04	NOV 04	DEC 04	JAN 05	FEB 05	MAR 05	APR 05	MAY 05	JUN 05	JUL 05	AUG 05	SEP 05
International Programs Security Requirements (IPSR-OL) On - Line	None												
International Programs Security Requirements (IPSR-2)	None						21 - 22						19 - 20
SAM - C CONUS	None	25 Oct - 05 Nov			24 Jan - 04 Feb		07 - 18	18 - 29	16-27		25 Jul - 05 Aug		12 - 23
SAM-CF Case Financial	None		15 - 19			28 Feb - 04 MAR						22 - 26	
SAM - CM Program / Case Management	None						21 - 25				25 - 29		
SAM - CS Log / Customer Support	None					07-11			23-27			29 Aug - 02 Sep	
SAM - E Executive	None		15 - 19			28 Feb - 04 Mar							12 - 16

COURSE TITLE:	INTERNATIONAL PROGRAMS SECURITY REQUIREMENTS (IPSR - OL)
VENDOR:	Defense Institute of Security Assistance Management (DISAM)
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio
COURSE DATE:	OPEN REGISTRATION THROUGHOUT THE FISCAL YEAR.
LENGTH:	The IPSR – OL takes 16 hours to complete. Student enrollment is valid for 45 days after registration.
PREREQUISITE:	No prerequisite information has been defined for this course
OBJECTIVE	This IPSR – OL (On-Line) training requirement for the international program security can be satisfied by one of the following DISAM course. The IPSR (2) two day class described below, the IPSR (5) course; graduation from DISAM SAM-C or DISAM SAM–O as of Oct. 2000, or the IPSR–OL on line course.
DESCRIPTION:	At the end of the course, participants should know and understand: <ul style="list-style-type: none"> • IPSR Basics • Acquisition. • Controlled Unclassified Information (CUI), Foreign Government Information (FGI), and NATO Information. • National Disclosure Policy (NDP). • Multilateral Regimes. • Export Approval/ Licensing Procedures. • Role of Defense Security Service (DSS) in International Programs. • Multinational Industrial Security Working Groups (MISWG) Documents.
AUDIENCE:	Security Specialist/ Managers and FMS Program Managers. FMS contractor employees are welcome on a space available basis. In all cases, students must be United States citizens and programmed for or assigned to positions with responsibility for an international program.
SECURITY :	None required.
NOMINATIONS:	This is a Two Step registration Process. Follow both steps very carefully. If you have any questions, read the “Frequently Asked Questions” (FAQ). Interested personnel, both government and contractor, should request training by completing the DISAM * registration form
COST:	If DISAM determines that you are eligible to enroll in the course, based on your current or programmed assignment, the course is free. DoD pays all course costs.
POC:	(301) 757 – 4126
COMMENTS:	* This is Step 1 of a two-step registration process. Please provide the information requested below. DISAM will respond only to registration requests which include contact information associated with a ".gov" or ".mil" e-mail address. Please provide your ".gov" or ".mil" e-mail address, if one is available to you. If neither you nor your supervisor has a ".gov" or ".mil" e-mail address, you will be required to complete the final section of this form, "US Government Contact Information." The US Government POC whom you provide will be contacted by DISAM to confirm your eligibility. For Step 2, follow the link on the confirmation page which you will see after submitting this form. This link is to Blackboard, the DISAM distance learning website. Once there, click on CREATE ACCOUNT where you will choose your own USER NAME and PASSWORD. Remember this information, bookmark the Blackboard page as a favorite, and log out. You will not yet have access to the actual course content. The DISAM registrars will use the information on this form and in Blackboard to verify your eligibility to take the course. They will then formally enroll you in the course and notify both you and your supervisor by e-mail. As a rule, this process will take 5 duty days after you submit this form, or longer if we must contact your US Government POC. You may begin your studies at any time after receipt of the e-mail from the DISAM registrars.

COURSE TITLE:	INTERNATIONAL PROGRAMS SECURITY REQUIREMENTS (IPSR-2)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATE: 21 – 22 MAR 05 19 – 20 SEP 05	NOMINATION DEADLINE: 22 FEB 05 19 AUG 05
LENGTH:	2 Days	
PREREQUISITE:	No prerequisite information has been defined for this course	
OBJECTIVE	In October 1999, the Deputy Under Secretary of Defense (DUSD) directed that every Department of Defense (DoD) employee involved in international programs receive training in the security arrangements that protect sensitive and classified U.S. technology and military capabilities, and the laws, policies and procedures that govern foreign involvement in DoD programs. This mandatory training requirement for the international program security can be satisfied by one of the following DISAM course. The IPSR (2) two day class described below, the IPSR (5) course; graduation from DISAM SAM-C or DISAM SAM – O as of October 2000, or the IPSR – OL on line course. DAU course, PMT 203, International Security and Technology Transfer, also fulfills the training requirements.	
DESCRIPTION:	At the end of the course, participants should know and understand: <ul style="list-style-type: none"> • The acquisition process for international security, controlled unclassified, foreign government and NATO information and the National Disclosure Policy. • The export approval and license process. • The role of the Defense Security Service (DSS). • Multinational Industry Working Groups (MISWG). • The transfer of classified information. • The Committee on Foreign Investment in the U.S. (CFIUS) and the foreign ownership, control or influence (FOCI) of U.S. companies. 	
AUDIENCE:	Security Specialist/ Managers and FMS Program Managers. Other FMS employees are welcome on a space available basis. NOTE: The two day course was designed for management level personnel and other government and contractor personnel who do not require the depth of instruction of the five day course.	
SECURITY :	None required.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil ,.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757 – 4126	

COURSE TITLE:	SAM – C (CONUS)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATE: 25 OCT – 05 NOV 04 24 JAN – 04 FEB 05 07 – 18 MAR 05 18 – 29 APR 05 16 – 27 MAY 05 25 JUL – 05 AUG 05 12 – 23 SEP 05	NOMINATION DEADLINE: 24 SEP 04 23 DEC 04 07 FEB 05 18 MAR 05 15 APR 05 24 JUN 05 12 AUG 05
LENGTH:	10 Days	
PREREQUISITE:	No prerequisite information has been defined for this course	
OBJECTIVE:	The objective of this course is to provide a through coverage of the interactions and interrelationships of the security assistance on management. Other topics covered are foreign policy, national security associated with U.S. security assistance program, Congressional review requirements, and DOD and State program review..	
DESCRIPTION:	At the completion of the course, student will understand and be able to describe: <ul style="list-style-type: none"> • The entire security assistance management process. • Issues and practices. • How their particular organizational functions interact with and relate to all other functions of security cooperation management. 	
AUDIENCE:	U.S. Government (USG) personnel, including U.S. foreign military sales (FMS) case management contractor support are eligible. USG employees include U.S. civilians GS-5 to GS-14, U.S. military E-7 to O-5 personnel, and support contractor equivalents.	
SECURITY :	None required.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil ..	
POC:	(301) 757 – 4126	

COURSE TITLE:	SAM – CF (FINANCIAL MANAGEMENT)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATES: 15 – 19 NOV 04 28 FEB – 04 MAR 05 22 – 26 AUG 05	NOMINATION DEADLINES: 15 OCT 04 28 JAN 05 22 JUL 05
LENGTH:	5 Days	
PREREQUISITE:	Security Assistance Management Course – CONUS (SAM-C)	
OBJECTIVE:	The objective of this course is to provide a comprehensive understanding and application of the policies, methods, systems, and actions necessary for the effective financial management of FMS cases.	
DESCRIPTION:	<p>At the end of this course, participant should understand:</p> <ul style="list-style-type: none"> • Arms Export Control Act and other statutory requirements. • DOD implementing directives and manuals. • FMS pricing of material services. • flow and accounting of funds. • FMS trust funds. • Obligation and expenditure authority. • Payment schedules. • Performance reporting and reimbursement, including reports, the Defense Integrated Financial System (DIFS), case reconciliation, and closure. • Military Departments, Defense Finance, Accounting Service – Denver Center, and their interrelationship and involvement. 	
AUDIENCE:	FMS personnel who are directly involved in financial management.	
SECURITY :	None required	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil .	
POC:	(301) 757-4126	

COURSE TITLE:	SAM – CM (PROGRAM/ CASE MANAGEMENT)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATES: 21 – 25 MAR 05 25 – 29 JUL 05	NOMINATION DEADLINES: 25 FEB 05 24 JUN 05
LENGTH:	5 Days	
PREREQUISITE:	Security Assistance Management Course- CONUS (SAM-C) or Security Assistance Management On-Site (SAM-OS) in combination with one year security assistance experience is required. Must have completed this prerequisite at least 6 months prior to scheduled start of SAM-CM.	
OBJECTIVE:	The objectives of the Program and Case Management course is designed for personnel who are directly involved in or concerned with the approval, negotiation, coordination, and management of foreign military sales (FMS) programs and cases involving major end items or follow-on support.	
DESCRIPTION:	The course encompasses a variety of topics, including pertinent applications of Arms Export Control Act and other statutory requirements; DoD and service implementing directives and instructions, such as the security Assistance Management Manual (SAMM) (DoD 5105.38-M), AR 12-1 and 12-8, NAVSUP 541, and AFMAN 16-101; FMS policy, program requirements, and management actions; and available automated information systems.	
AUDIENCE:	Personnel directly involved in or concerned with the approval negotiation, coordination and management of the FMS programs and cases involving major items or follow-on support.	
SECURITY :	None required	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil .	
POC:	(301) 757-4126	

COURSE TITLE:	SAM – CS (LOGISTICS/ CUSTOMER SUPPORT)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATES: 07 – 11 FEB 05 23 – 27 MAY 05 29 AUG – 02 SEP 05	NOMINATION DEADLINES: 07 JAN 05 22 APR 05 29 July 2005
LENGTH:	5 Days	
PREREQUISITE:	None required	
OBJECTIVE:	The Logistics/ Customer Support Course (SAM-CS) is designed to provide personnel who are directly involved in or concerned with foreign military sales (FMS) requisitions and material movement with a comprehensive understanding and application of the policies, procedures, systems and actions necessary to move FMS materiel from its initial requisition to its shipment to the customer's final destination. The objective is to understand the functions of key organization involved in materiel distribution, to include the International Logistics Control Organizations (ILCOs), Defense Logistics Agency (DLA), contractors and freight forwarders.	
DESCRIPTION:	At the end of the course, participants should understand specific aspects of logistics such as: <ul style="list-style-type: none"> • The integration of the elements of the total package approach. • Requisition processing. • Requirements determination. • Details of military standards. • Shipping and transportation considerations throughout the FMS case. • Requisition life cycle. 	
AUDIENCE:	This course is specifically targeted to all personnel supporting FMS logistics: case managers, foreign customer representatives, system program managers, procurement and administrative contracting officers, contract specialist, quality assurance specialist, item managers, transportation coordinators, customer service representatives, foreign customers, freight forwarders, contractors and supply specialists.	
SECURITY:	None required	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil .	
POC:	(301) 757-4126	

COURSE TITLE:	SAM – E (EXECUTIVE)	
VENDOR:	Defense Institute of Security Assistance Management (DISAM)	
LOCATION:	Wright-Patterson Air Force Base, Dayton, Ohio	
	COURSE DATES: 15 – 19 NOV 04 28 FEB – 04 MAR 05 12 – 16 SEP 05	NOMINATION DEADLINES: 15 OCT 04 28 JAN 05 12 AUG 05
LENGTH:	5 Days	
PREREQUISITE:	None required	
OBJECTIVE:	The objective of this course is to increase the student's understanding of United States Government (USG) policies and procedures for the transfer of defense articles and services, and to provide an appreciation of the international environment in which they must function. This course provides an overview of the entire Security Assistance (SA) management process and addresses the many facets of SA policy, planning, and programming.	
DESCRIPTION:	At the end of this course, participants should understand: <ul style="list-style-type: none"> • Legislation and policy. • Financial management. • Transportation. • Logistics • Training management 	
AUDIENCE:	USG employees include U.S. civilians GS-15 and above, military O-6 and above, and support contractor equivalents.	
SECURITY :	None required.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301) 342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
MISCELLANEOUS:	For general information, and course Information at Wright Patterson AFB can be found at: http://www.disam.dsca.mil ,.	
POC:	(301) 342 - 4126	

**Defense Institute of Security Assistance Management (DISAM/DAS)
2475 K Street, Bldg 52
Wright-Patterson AFB, OH 45433-7641
Voice (937) 255-4144, DSN 785-4144
FAX (937) 255-3441; DSN 785-3441**

Student Registration Application

Forward this registration form through the appropriate training office to arrive at DISAM no later than 30 days prior to course start date. Accurate completion of this form will enable determination of student eligibility and act as a survey of overall DISAM attendance.

PLEASE PRINT OR TYPE

1. Name (Last, First, MI): _____

2. Rank/ Grade: _____

3. Date of Rank: _____

4. Service: _____

5. Social Security Number: _____

6. If handicapped/ disabled, please explain any special requirements:

7. Complete Official Mailing Address: _____

8. Office Phone: DSN _____ COMM _____

9. Position/ Title: _____

10. Functions you perform in Security Assistance Management: _____

11. DISAM courses you are applying for: _____

12. Course dates: _____

13. Security Clearance (REQUIRED FOR SAM – O ONLY): _____

14. Country of new assignment (REQUIRED FOR SAM – O ONLY): _____

15. Previous DISAM courses attended, including month/ year of attendance:

16. State briefly why you feel attendance will enhance your job skills: _____

17. Number of months in present position: _____; Number of months remaining: _____

18. Percent time you currently spend/ anticipate spending on Security Assistance: _____

19. Total number of months you have spent in Security Assistance: _____

20. **SIGNATURE:** _____ **DATE:** _____

21. E-Mail Address: _____

22. " Applicant needs course and meets the eligibility criteria set forth by DISAM".

SIGNATURE OF SUPERVISOR: _____ **DATE:** _____

SUPERVISOR'S TITLE: _____ **PHONE:** _____

Privacy Act Statement – Authority: 44USC 3130; E.O. 9397 **Principal Purpose:** Used for locator, emergency notification, statistical reports and analysis. A ready reference for on-going courses and development of new courses. **Routine Uses:** To confirm student eligibility for DISAM courses.

Disclosure is Voluntary: Failure to provide information requested could hinder or prevent acceptance of students into DISAM courses. SSAN is necessary to make positive identification of individual and his/ her records.