

**Science, Mathematics, and Research for Transformation (SMART) Scholarship  
Site Visit Report for Recruitment Awardees**

OMB NO. 0704-0466  
OMB approval expires  
YYYYMMDD

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 10 U.S.C. 4093, Science, Mathematics, and Research for Transformation (SMART) Defense Education Program; 10 U.S.C. 133a, Under Secretary of Defense for Research and Engineering; DoD Directive 5137.02, Under Secretary of Defense for Research and Engineering (USD(R&E)); DoD Instruction 1025.09, Science, Mathematics, and Research for Transformation Defense Education Program.

**PURPOSE:** To record site visit feedback from SMART Recruitment Awardees.

**ROUTINE USES:** While the information requested on this form is primarily intended to be used internally, in certain circumstances it may be necessary to disclose this information externally, pursuant to 5 U.S.C. 552a(b)(3), including to contractors, grantees, experts, consultants, students, and others performing or working on a contract, service, grant, cooperative agreement, or other assignment for the Federal Government when necessary to accomplish an agency function. A complete list of routine uses may be found in the applicable Privacy Act System of Records Notice, DUSDA 14, Science, Mathematics, and Research for Transformation (SMART) Information management System, found at <https://dpcl.d.defense.gov/Portals/49/Documents/Privacy/SORNs/OSDJS/DUSDA-14.pdf?ver=KO2ZkLWhxB3QCZoRTEIMFA%3d%3d>

**DISCLOSURE:** Voluntary; however, failure to provide the requested information may result in SMART scholar being non-compliant with SMART policy and subject to possible dismissal.

The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, at [whs.mc-alex.esd.mbx.dd-dod-informationcollections@mail.mil](mailto:whs.mc-alex.esd.mbx.dd-dod-informationcollections@mail.mil). Respondents should be aware that notwithstanding any other provisions of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

**INSTRUCTION:** All SMART Recruitment Awardees who completed a site visit at their Sponsoring Facility (SF) must complete a SMART Scholarship Site Visit Report for Recruitment Awardees no later than five days of the conclusion of the site visit.

**SECTION 1 – Recruitment Awardee Information**

<b>Name</b> ( <i>Last, First, Middle Initial</i> ):	<b>Cohort Year:</b>
<b>Phone:</b>	<b>Email:</b>
<b>Sponsoring Component:</b>	<b>Sponsoring Facility (SF):</b>
<b>Supervisor Name:</b>	<b>Supervisor Email:</b>
<b>Site Visit Start Date</b> (YYYYMMDD):	<b>Site Visit End Date</b> (YYYYMMDD):

**SECTION 2 – Site Visit Structure**

*Please type answers in paragraph form using a maximum of 1200 characters/approximately 200 words.*

Did your site visit date(s) change since you submitted your site visit request?  Yes  No

If yes, please provide the new dates and reason for the change:

In what ways was your SF prepared for your site visit?

What did you accomplish during the site visit?

Summarize who you were able to meet with at your SF. Was a communication plan established?

**SECTION 3 – Ability to Apply Knowledge and Skills**

In what ways can your skills or knowledge from your field of study be utilized at your SF?

If you are a graduate student, how will you be able to align your research with your SF's mission? *(Undergraduate students leave blank)*

**SECTION 4 – Site Visit Funding and Overall Experience**

Were you provided with sufficient funding to support your ability to attend the site visit?

Did your SF provide you with a clear understanding of the SF's mission?

Do you believe you are a good fit with your SF and its mission?

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During the site visit, were you provided with information regarding your expected, post-graduation civilian position with the SF *(e.g., job title, grade, salary, benefits, career path, etc.)?*

Yes  No

If yes, please summarize the discussion and expectations set between you and the SF.

**SECTION 5 – Reaffirm Award *(initial next to acknowledgement and selected decision)***

\_\_\_\_\_ I acknowledge that any discussion or details shared by my SF during my site visit regarding my expected post-graduation civilian employment *(e.g., job title, grade, salary, benefits, career path)* are for informational purposes only. After my SMART Program-funded degree has been awarded to me, I understand that my SF is only committed to offering me full-time employment and that the salary for this employment will be commensurate with Office of Personnel Management, Command, and/or SF-specific requirements, policies, and guidelines in effect at the time that an offer is made.

\_\_\_\_\_ After reviewing all aspects of my SF and site visit, I have determined that I am a good fit with the SF, and I am reaffirming my decision to accept the SMART award.

\_\_\_\_\_ After reviewing all aspects of my SF and site visit, I have determined I am not a good fit with the SF, and I have chosen to opt out of the SMART award.

If opting out of the SMART award, please provide any comments regarding your decision in the space below.

**SECTION 6 – Signature**

a. NAME *(Last, First, Middle Initial)*

b. SIGNATURE

c. DATE SIGNED *(YYYYMMDD)*