



# EMERGING TECHNOLOGY AWARENESS FOR THE WARFIGHTER

Center for Executive Education  
Naval Postgraduate School, Monterey, California



## FREQUENTLY ASKED QUESTIONS

Important Dates to Remember:

Online or In-Residence	Course Date	Tuition Due
ONLINE	19-22 July	1 June 2022
ONLINE	30 Aug-2 Sep	27 July 2022

### What is the Center for Executive Education?

The Center for Executive Education (CEE) designs and delivers both standing and customized executive education programs that address the strategic needs of Navy and joint organizations. The Center offers these programs at their facilities at the Naval Postgraduate School in Monterey, California, online or at off-site locations near major Navy concentration areas. All programs are designed to enable Navy leaders to manage and lead more effectively by engaging participants in case studies, team exercises, practical applications, and focused lectures.

## ENROLLMENT

### Who should enroll?

The ETA course is designed for USN and USMC Civilian GS13-15s, active-duty Navy and Marine Corp O4-O6s, E7-E9s only

### What if I don't meet the requirements?

If you don't meet these requirements, send a request to [cee@nps.edu](mailto:cee@nps.edu) You will then be supplied with a registration form to complete and return. Your completed form will require instructional approval by ETA Program Manager, Alan Webber.

### What is the minimum enrollment?

If the program does not meet minimum enrollment, NPS will notify applicants accordingly and return the tuition in full. In the event of cancellation NPS is not responsible for travel, accommodation, or other expenses incurred by the participant.

### What is the Enrollment Process?

1. Email [cee@nps.edu](mailto:cee@nps.edu) for a registration form
2. Verify that your command has funding to support your attendance  
**\*DO NOT REQUEST/SUBMIT FUNDING UNTIL YOU ARE NOTIFIED TO DO SO**
3. Complete and return the ETA registration form to [cee@nps.edu](mailto:cee@nps.edu)

4. CEE Registrar will contact listed comptroller to process funding
5. Command's comptroller secures seat by providing funding according to the deadline
6. CEE Registrar sends confirmation email confirming secured seat

### **What is the Waitlist Policy?**

After the maximum participants register for the program, we will begin a waitlist. If registrants drop out or do not pay their tuition by the perspective tuition deadline, we will begin contacting people on the waitlist.

## **PAYMENT & CANCELLATION**

### **ETA Tuition Cost?**

**Tuition:** **\$2,800 per person.** Fee covers tuition, programs materials & assessments.

**Disclaimer:** The tuition fee (\$2,800) does not include any traveling costs etc.

Do **not** request/send funding until you have been notified to do so.

### **Why is tuition charged for this program?**

Currently, the ETA does not have mission-funded seats. All participants must be funded by their command/agency to attend (i.e., tuition and travel). NPS can receive tuition in the form of:

- Navy to Navy: NAVCOMPT Form 2275, 2276A
- Non-Navy to Navy: DD Form 448
- Non-Appropriated Funds Navy to NPS Navy: Check made out to U.S. Treasury

Electronic copies of funding documents are to be emailed to: [cee@nps.edu](mailto:cee@nps.edu) and cc: [wmcanall@nps.edu](mailto:wmcanall@nps.edu)

### **Does NPS accept Credit Card payment?**

No, not at this time.

### **Is NPS part of Navy Working Capital Fund?**

No, NPS is not.

### **Can NPS accept payments directly from individual students?**

No, payments will not be accepted from individual students. NPS does NOT accept money from tuition assistance, the Montgomery GI bill, the Post 9/11 GI bill, and VA Benefits.

### **What is the cancellation policy?**

We understand that participants occasionally have changes in plans or schedules that will result in no longer being able to attend the program as planned. If you wish to cancel, you must submit your request in writing at least 21 calendar days prior to the program start date to the NPS Center for Executive Education team at [cee@nps.edu](mailto:cee@nps.edu) Cancellation requests are valid only upon NPS CEE confirming receipt of your request. Should a participant not be able to participate due to factors beyond their control (e.g. family emergency, work emergency, etc.), the participant may elect (pending any necessary

sponsor/employer approvals) to credit the payment towards the following program cycle. If a participant would not like to take advantage of the deferral policy, they may request a refund subject to the above rules

## **PROGRAM SPECIFICS**

**Program Manager** - Mr. Alan Webber, [aewebber@nps.edu](mailto:aewebber@nps.edu)

### **Purpose**

Artificial Intelligence (AI) and tangential technologies are profoundly changing the world around us; from how we choose what to purchase to what new medicines we develop to how we protect our nation. It is on the verge of being one of the most powerful tools that humanity has ever created and has an evolving role in military applications. The purpose of this course is to help Navy leaders start becoming "AI-prepared" to lead in the emerging cognitive age. The course is broken down into three major components and fifteen sub-sections covering what is artificial intelligence, understanding the ecosystems of technology and applications that are the architecture of what AI is and can be used for, and then how to effectively lead in this new and highly dynamic world. It is not possible to cover everything about AI and how its impacts Navy, so this course will give leaders the basic building blocks to better understand the technology and the impact it is and will be having.

### **What Can I Expect?**

By the end of the course, participants will have a better understanding of AI technologies, how they currently support and affect the Navy mission, and what Navy leaders can expect the impacts to be in the near future.

### **What is the program schedule?**

- Three- and one-half-day program lasting approximately 20 total contact hours including the production of a capstone deck. Specific hours of the course will be determined by time zones of participants.
- Mandatory 30-minute connection test and course orientation the week prior to the scheduled course

### **What are the Technology requirements for Online iterations?**

All participants should have:

- Laptop or desktop computer
  - High speed internet access
  - Webcam capability
  - Zoom app installed - Complete a zoom test using the following link:  
<https://zoom.us/test>
  - Chrome or Firefox web browser installed
  - Attend connection test and course orientation
- \* Suggested but not required: headphones

**What if I can't fully commit to the online iteration?**

Participants are admitted on the understanding from their management that they will be free from organization duties during the full period of their program and that they will, therefore, devote their full time to the program. The faculty considers attendance by every participant at every class essential if the program is to make its maximum contribution to the individual and to the group. Accordingly, attendance at all classes, discussion groups, and course events is required. We strongly recommend arranging no-cost TAD orders through your command to allow participation from your home using your own personal computer. If you must attend from your workspace, we encourage you to secure a location that allows you privacy to talk about sensitive and confidential issues.

**May I use my NMCI device(s)?**

We have found that most NMCI machines do not have webcam and audio capabilities. Please test your audio and webcam prior to enrolling in the course. If your NMCI does not have a webcam, you are able to use multiple devices. For example, NMCI machine to view the lecture and personal device i.e., smart phone, tablet, iPad, personal laptop etc., for camera and audio capability.

**Are assessments still required for online iterations?**

Yes, you will receive a welcome email including all pre-work assignments. You will be supplied a deadline in which all assessments are to be completed by. This allows the program managers to review your results and CEE to mail out your course materials for the designated lectures.

**How can I include ETA Completion on my service record?**

The ETAs are not required by any Community's training track and currently we are not in the NOOCS or any other standardized Navy education listing, nor do we have a Navy-approved course number. Most graduates submit the Certificate (with CEU credits) to add to their training jackets or personnel record.

**How many Continuing Education Units will be displayed on my ETA Certificate of Completion?**

2.0 CEUs, 1.0 CEU equates to ten hours of class work.

If you have any questions **not** listed on the FAQs, or would like to register for any of the course listings, contact CEE Registrar, Ms. Liz Silva at [cee@nps.edu](mailto:cee@nps.edu)