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# SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

25X1A

No. [REDACTED]

23 July 1970

To: All Training Officers

AGENCY-SPONSORED TRAINING AT LOCAL SCHOOLS  
1970 Fall Semester

As in the past, procedures exist which facilitate, in advance of registration, the disbursement of funds to the large number of students who have been approved for Agency sponsorship. Prospective students who anticipate requesting Agency sponsorship for attendance at a local university, college, or school during the 1970 Fall Semester should be aware of the dates given below. They are encouraged to submit requests for training as soon as possible. Those who are approved subsequent to the deadline date will be reimbursed upon submission of a receipt for tuition payment. Training Officers will be notified by telephone of approvals, and employees who have been approved must follow the schedule outlined below in order to receive a tuition advance.

Wednesday, 26 August 1970: Requests for Training at Non-Agency Facility (Form 136) must be in OTR/ISS/AIR Room 835, 1000 North Glebe Road before the close of business if a tuition advance is desired. Because of time limitations, no exception to this deadline can be made.

Tuesday, 8 September 1970: Tuition advances will be distributed in Room 1-A-07 Headquarters, between 1330 and 1530 hours.

Tuesday, 29 September 1970: Deadline for submitting accounting for advances to OTR. For instructions in preparing this accounting, please refer to the individual briefing sheet distributed at the time of the advance.

(Over, please)

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GROUP 1  
Excluded from automatic  
downgrading and declassification

This document is part of an integrated file. If separated from the file it must be

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To prevent delays or inconveniences, Training Officers should ensure that all items on the Form 136 required to justify approval are completed (e.g., objective, cover, status, approving signatures, certification of funds, etc.).

Registrants for University of Maryland evening sessions will be issued individual tuition advances.

1970 FALL SESSION  
SCHEDULE--WASHINGTON AREA UNIVERSITIES

<u>NAME</u>	<u>REGISTRATION</u>	<u>CLASSES BEGIN</u>
<u>American University</u>		
On Campus	10 - 12 Sept	14 Sept
Off Campus (Consult Off-campus schedule)	Various	
<u>Catholic University</u>	9 - 12 Sept	14 Sept
<u>U.S.D.A. Graduate School</u>	12 - 19 Sept	21 Sept
<u>George Mason College</u>	9 - 11 Sept	14 Sept
<u>George Washington University</u>		
On Campus	17 Sept	21 Sept
Off Campus (Consult Off-campus schedule)	Various	
<u>Georgetown University</u>	8 - 10 Sept	11 Sept
<u>Howard University</u>	17 Sept	22 Sept
<u>Montgomery College</u>	2 - 4 Sept	10 Sept
<u>Northern Virginia Community College</u>	23 - 25 Sept	28 Sept
<u>Prince George's Community College</u>	9 - 10 Sept	14 Sept
<u>University of Maryland</u>		
On Campus	8 - 10 Sept	14 Sept
Off Campus (Consult Off-campus schedule)	Various	
Evening Session	27 - 29 Aug	14 Sept
<u>University of Virginia, Northern Virginia     Center</u>	1 - 16 Sept	21 Sept

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