

# NEED-TO-KNOW CERTIFICATION AND CLEARANCE FORM

**THIS PAGE IS REQUIRED FOR ALL PERSONNEL TAKING CLASSIFIED COURSES (Course registration is also required.) This form does not guarantee your registration in the class.**

No letters, visit requests, messages or long-term visit requests on file at Georgia Tech may be used as approved admittance to these courses.

## INSTRUCTIONS:

Security-clearance certification and need-to-know certification are required for all attendees. Respondents should also fill out the registration form.

For the courses below, **MAIL TO: Georgia Institute of Technology | GTRI Research Security Dept. | 350268 Georgia Tech Station | Atlanta, GA 30332 or FAX TO: 404-407-8691.** If you wish to receive notification that your form has been received, call GTRI Research Security at 404-407-6661.

Advanced Radar Signals Collection and Analysis (ARSCA)	<input type="checkbox"/>	May 15-17, 2018   Atlanta, GA	
Advanced RF Electronic Warfare Principles	<input type="checkbox"/>	Feb. 26-Mar. 2, 2018   Atlanta, GA	
Cyber Security Fundamental: Multilevel Security	<input type="checkbox"/>	Sept. 28, 2017   Atlanta, GA	<input type="checkbox"/> Sept. 26, 2018   Atlanta, GA
Directed Infrared Countermeasures: Technology, Modeling and Testing	<input type="checkbox"/>	Apr. 10-12, 2018   Atlanta, GA	
Digital Radio Frequency Memory (DRFM) Technology	<input type="checkbox"/>	Aug. 21-24, 2018   Atlanta, GA	
DRFM Elective Overview	<input type="checkbox"/>	June 19, 2018   Washington, D.C.	
Infrared Countermeasures	<input type="checkbox"/>	May 1-4, 2018   Atlanta, GA	
Infrared/Visible Signature Suppression	<input type="checkbox"/>	Mar. 26-29, 2018   Atlanta, GA	
Principles of Radar Electronic Protection	<input type="checkbox"/>	Sept. 19-22, 2017   Atlanta, GA	<input type="checkbox"/> Sept. 18-21, 2018   Atlanta, GA
Radar Cross-Section Reduction	<input type="checkbox"/>	Nov. 6-8, 2017   Atlanta, GA	<input type="checkbox"/> June 4-6, 2018   Atlanta, GA <input type="checkbox"/> Sept. 10-12, 2018   Orlando, FL <input type="checkbox"/> Nov. 5-7, 2018   Atlanta, GA
Radar Warning Receiver System Design and Analysis	<input type="checkbox"/>	Oct. 23-27, 2017   Atlanta, GA	<input type="checkbox"/> Oct. 22-26, 2018   Orlando, FL
Threat Radar Systems	<input type="checkbox"/>	Apr. 23-27, 2018   Atlanta, GA	

Course Title: \_\_\_\_\_

Course Date: \_\_\_\_\_

## PLEASE PRINT CLEARLY AND LEGIBLY

Your assistance is requested in ensuring this form is immediately forwarded to the appropriate Department of Defense contracting officer or the official who monitors classified programs for completion of this certification.

It is mandatory that this section be completed by the Department of Defense contracting officer or his/her designated representative for contractor personnel or by the supervisor of government personnel attending this classified course.

I hereby certify the named individual has the need-to-know for countermeasures and low observables to attend the classified presentations selected above.

The participant is performing work in support of contract number \_\_\_\_\_ or program \_\_\_\_\_ that requires access to classified information in the identified course.

**NEED-TO-KNOW CERTIFICATION – Government Employees: To be completed by a supervisor. Contractors: To be completed by a government sponsor/contracting officer.**

**All contractors wishing to attend our Need-To-Know Classified Course must have a US Government sponsor's/contracting officer's signature. Research Security will ONLY process Need-To-Know Certification and Clearance Form with the appropriate signature. There will be no exemptions to this policy.**

Printed Name of Certifying Official		Title	Date
Signature		Activity	
Address			
Phone	Email		
Security Clearance Required – SECRET			

## CLEARANCE (to be completed by security officer)

Registrant's Name: Last, First, Middle (Please print clearly.)		
Phone	Email	
Citizenship/Social Security Number	Date of Birth	Place of Birth
Security Clearance Level	Clearance Date	Signature of Attendee
Employer and Proper Address for Classified Mail ONLY		
Employer's Facility Clearance Level and Storage Capability and CAGE Code		
Certifying Official Name	Date Certified	
Title	Phone	
	Email	
Security Officer Signature		