



## DoD INSTRUCTION 3305.01

### NATIONAL INTELLIGENCE UNIVERSITY (NIU)

---

**Originating Component:** Office of the Under Secretary of Defense for Intelligence

**Effective:** January 24, 2017

***Change 1 Effective:*** *May 15, 2018*

**Releasability:** ~~Cleared for public release. Available on the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.~~  
***Cleared for public release. This instruction is available on the Directives Division Website at <http://www.esd.whs.mil/DD/>.***

**Reissues and Cancels:** DoD Instruction 3305.01, “National Intelligence University,” February 9, 2011

**Approved by:** Marcel J. Lettre II, Under Secretary of Defense for Intelligence

***Change 1 Approved by:*** *Edward J. Burbol, Chief, Directives Division, for the Chief Management Officer of the Department of Defense*

---

**Purpose:** In accordance with the authority in DoD Directive (DoDD) 5143.01, this issuance:

- Establishes policy, assigns responsibilities, and provides standards and procedures for the NIU.
- Updates the mission, policy, organization and management, responsibilities and functions, relationship with DoD and the Intelligence Community (IC), and authorities of the NIU consistent with Section 2161 of Title 10, United States Code.
- Identifies NIU as a National Intelligence Program funded organization operated by the Director, Defense Intelligence Agency (DIA) as a service of common concern for the IC for integrated intelligence education with guidance from the Director of National Intelligence (DNI).

## TABLE OF CONTENTS

SECTION 1: GENERAL ISSUANCE INFORMATION .....	3
1.1. Applicability. ....	3
1.2. Policy. ....	3
1.3. Information Collections. ....	3
SECTION 2: RESPONSIBILITIES .....	4
2.1. Under Secretary of Defense for Intelligence (USD(I)).....	4
2.2. Director, DIA. ....	4
2.3. President, NIU.....	5
2.4. DoD Component Heads. ....	6
SECTION 3: PROCEDURES .....	7
GLOSSARY .....	8
G.1. Acronyms. ....	8
G.2. Definitions.....	8
REFERENCES .....	10

## **SECTION 1: GENERAL ISSUANCE INFORMATION**

**1.1. APPLICABILITY.** This issuance applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

**1.2. POLICY.** It is DoD policy that the NIU will develop military and civilian IC leaders capable of objectivity, with broad perspectives, and creative and critical thinking skills through the use of innovative, relevant, and integrated intelligence education, research, and academic outreach.

**1.3. INFORMATION COLLECTIONS.** The Annual Report of Intelligence and Security Training, Education, and Certification, referred to in Paragraph 2.2.e. of this issuance, has been assigned report control symbol DD-INT(A,SA)2252 and is prescribed in DoD Manual 3115.11. The expiration date of this information collection is listed in the DoD Information Collections System at <https://apps.osd.mil/sites/DoDIIC/Pages.default.aspx>.

## SECTION 2: RESPONSIBILITIES

### 2.1. UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE (USD(I)). The USD(I):

- a. Provides overall supervision and policy oversight for an integrated intelligence education program for the Defense Intelligence Components and assigns Defense Intelligence education responsibilities, as necessary.
- b. Reviews Defense Intelligence learning programs and provides recommendations to the DoD Component heads to ensure consistency and avoid duplication of effort.
- c. Provides resource guidance pursuant to this issuance, referred to in Paragraph 2.4., to the DoD Component heads, as appropriate, on Defense Intelligence Enterprise programs.

### 2.2. DIRECTOR, DIA. Under the authority, direction, and control of the USD(I), the Director, DIA:

- a. Ensures provision of specified administrative, logistical, or financial support to specific organizations, missions, or tasks, in accordance with Executive Order 12333, as amended; and the direction in the June 10, 2011 Director of National Intelligence Memorandum.
- b. Exercises authority, direction, and control over the President of NIU and provides administrative support to enable NIU to fulfill assigned education, research, and academic outreach responsibilities.
- c. Provides direction to the President, NIU, in consultation with the DNI, to meet the expanding education, research, and academic outreach mission of NIU as a service of common concern for the IC.
- d. Reviews and evaluates the performance of the President, NIU, in consultation with the DNI.
- e. Reports annually, through the Annual Report of Intelligence & Security Training, Education, and Certification, on the operations of the NIU, including providing recommendations, through the USD(I) to the Secretary of Defense and the DNI as applicable.
- f. Provides program, budget, and financial administration for NIU in accordance with the IC and DoD requirements for intelligence education, as appropriate.
- g. Receives the findings and recommendations of the NIU Board of Visitors and provide a copy of the report to the DNI.
- h. Consults with the DNI or designee, at least semi-annually, to review and evaluate the state of NIU and its progress in meeting IC education and research needs.

i. Oversees administrative and logistical support furnished by the Secretaries of the Military Departments in accordance with DoD Instruction (DoDI) 4000.19.

**2.3. PRESIDENT, NIU.** Under the authority, direction, and control of the Director, DIA, the President, NIU:

a. Maintains academic accreditation with the Middle States Commission on Higher Education (MSCHE) and federal degree granting authority compliance with the Department of Education through the delivery of an accredited intelligence curriculum addressing the mission and integrated activities of the IC utilizing unclassified, classified, and Special Compartmented Information all-source resources, environments, and data, in accordance with Section 2161 of Title 10, United States Code.

b. Collaborates with other IC and DoD educational and training entities in support of an integrated intelligence enterprise prepared to secure the Nation through training, education, and professional development.

c. Establishes NIU policies to maintain academic freedom and responsibility.

d. Establishes and maintains an effective system of internal governance consistent with appropriate IC, DoD, and DIA policies and the guidelines of MSCHE.

e. Establishes admissions criteria for the selection of students and works collaboratively with the IC to develop and update annual enrollment allocations.

f. Engages IC in periodically assessing, reviewing, and evolving the NIU programs to meet current and future IC needs.

g. Conducts and disseminates academic research on topics of significance to present and future intelligence needs.

h. Prepares IC personnel for positions of greater responsibility and develops leaders with strategic perspectives within the IC.

i. Obtains reports, information, advice, and assistance consistent with DoDI 8910.01, as necessary to carry out assigned responsibilities and functions.

j. Communicates directly with appropriate representatives of the DoD Components, IC elements, and other executive departments and agencies, and members of the public, as appropriate, on matters related to the mission and programs of NIU.

k. Establishes and manages advance hire rates for time limited (term) faculty members in accordance with the Defense Civilian Intelligence Personnel System pay scale and grade controls determined by DIA.

l. Establishes and manages academic titles, length of appointments, and approves renewal and non-renewals for all time limited (term) faculty members in accordance with the Defense

Civilian Personnel System and grade controls determined by DIA Force Structure Review (2014).

m. Provides a Joint Professional Military Education qualifying program as a critical element in officer development and foundation of a joint learning continuum in accordance with Chairman of the Joint Chiefs of Staff Instruction 1800.01.

n. Conducts academic outreach for intelligence education and research as a service of common concern for the IC in consultation with the DNI.

o. Produces, publishes, and presents independent and relevant intelligence research reports and other publications to advance the development and application of advanced research theories, practices, and techniques that can be integrated into the IC.

p. Maintains an NIU library in accordance with MSCHE requirements to provide access to a high quality intelligence collection and continuously leverage opportunities to expand inter-library exchanges with other university libraries to provide students with access to resources for their academic research and education.

q. Develops and delivers accredited degree, certificate, and concentration-program offerings that address IC needs in consultation with the DNI.

#### **2.4. DOD COMPONENT HEADS.** The DoD Component heads will:

a. Pay the salaries of Service members and civilian full-time students while they are attending NIU programs.

b. Award Joint Duty credit to all IC civilians at paygrade GS-11, or equivalent, or above for students earning an undergraduate or graduate degree from the NIU through established full-time resident courses of study, consistent with the Intelligence Community Policy Guidance 660.1. Eligibility is retroactive to August 29, 2011, for IC personnel at or above paygrade GS-13 or equivalent and January 30, 2013, for IC personnel at paygrade GS-11 and GS-12 or equivalent.

## **SECTION 3: PROCEDURES**

**ORGANIZATION.** The NIU is an organizational entity reporting to the Director, DIA, in accordance with DoDD 5105.21, under the authority, direction, and control of the USD(I) pursuant to DoDD 5143.01.

a. The NIU offers relevant, accessible, and career-long intelligence education that provides members of the intelligence and national security communities with knowledge, analytical skills, and a strategic awareness of the critical role intelligence plays in the security of the Nation.

b. The NIU President is appointed by the Director, DIA, in consultation with the DNI and with advice from the NIU Board of Visitors and in accordance with procedures outlined by the MSCHE. The President will be a senior executive or an equivalent general or flag officer. The President will be responsible for the academic affairs of NIU, unless otherwise stipulated in this issuance or separately by the Director, DIA.

c. The NIU will be advised by an independent NIU Board of Visitors, appointed by the Secretary of Defense, in consultation with the DNI and USD(I), in accordance with Appendix 2 to Title 5, United States Code, DoDI 5105.04, and the direction in the June 11, 2011 Memorandum of Understanding between the Office of the DNI, the DIA, and the NIU.

## GLOSSARY

### G.1. ACRONYMS.

DIA	Defense Intelligence Agency
DNI	Director of National Intelligence
DoDD	DoD directive
DoDI	DoD instruction
IC	intelligence community
MSCHE	Middle States Commission on Higher Education
NIU	National Intelligence University
USD(I)	Under Secretary of Defense for Intelligence

**G.2. DEFINITIONS.** Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

**academic affairs.** Faculty appointments, promotions and organization, awarding of degrees, curriculum design and implementation, academic requirements for admission and graduation, academic research programs and publications, maintaining academic freedom, and related matters vital to the academic well-being of the NIU.

**academic freedom and responsibility.** The principle that faculty, staff, and students have the academic freedom (liberty with non-attribution) to explore significant and controversial questions as an essential precondition to fulfill the academy's mission of educating students and advancing knowledge. This principle is embraced by NIU.

**academic outreach.** Those activities that provide meaningful and mutually beneficial collaboration with partners across the IC; the DoD; other appropriate federal, State, local, tribal government entities; international partners; academia; think tanks and private industry for the purpose of enhancing the richness, relevance, and diversity of NIU education and research programs. Outreach activities should aim to recruit high qualified students to the NIU, establish research agendas, and identify the best means to disseminate research products, among other outcomes.

**Defense Intelligence learning programs.** Educational programs that address the learning needs and requirements of the DoD IC.

**Defense Intelligence responsibilities.** Determining requirements for the learning and development of DoD and IC personnel; identifying, developing, and implementing solutions, and evaluating results.



**full-time students.** A person who takes a minimum 6 credit hours per semester and is assigned to a full-time academic program.

**MSCHE.** A commission that assures students and the public of the educational quality of higher education institutions within a region of the United States. The Commission's accreditation process ensures institutional accountability, self-appraisal, improvement, and innovation through peer review and the rigorous application of academic standards within the context of institutional mission.

**Service member.** Defined in section 101(a)(5) of Title 10, United States Code.

**service provider of common concern.** The primary contributor of a specific service or function for multiple related government agencies that possess shared and separate goals.

## REFERENCES

- Chairman of the Joint Chiefs of Staff Instruction 1800.01E, “Officer Professional Military Education Policy,” May 29, 2015
- Director of National Intelligence Memorandum, “National Intelligence University,” June 10, 2011
- DoD Directive 5105.21, “Defense Intelligence Agency (DIA),” March 18, 2008
- DoD Directive 5143.01, “Under Secretary of Defense for Intelligence (USD(I)),” October 24, 2014, as amended
- DoD Instruction 4000.19, “Support Agreements,” April 25, 2013, *as amended*
- DoD Instruction 5105.04, “Department of Defense Federal Advisory Committee Management Program,” August 6, 2007
- DoD Instruction 8910.01, “Information Collection and Reporting,” May 19, 2014
- DoD Manual 3115.11, “DoD Intelligence and Security Training Standards,” March 24, 2015, *as amended*
- Executive Order 12333, “United States Intelligence Activities,” December 4, 1981, as amended
- Intelligence Community Policy Guidance 660.1, “Intelligence Community Civilian Joint Duty Program Implementation Guidance,” July 24, 2015
- Memorandum of Understanding between the Office of the Director of National Intelligence, the Defense Intelligence Agency regarding the National Intelligence University, June 11, 2011
- United States Code, Title 5
- United States Code, Title 10