DEFENSE CONTRACT MANAGEMENT AGENCY

Earned-Value Management Specialist Certification

EVMS 205 - Report Writing Course

		To Be Completed By Applicant	To Be Completed By ESCP Review Board		
	Objective	**Work Description/Justification (Include document citations where appropriate)**	**Objective Achieved?**		**Comments**
			Yes	**No**	
1.0	Applicant has taken at least two semesters (or equivalent) of English composition, or one semester of composition and one semester of a functional writing course.		☐	☐	
2.0	Applicant receives a passing grade of "C" or better in said courses from an accredited college or university (attach transcript or certificate of completion).		☐	☐	

Applicant Signature	
Supervisor Signature	

Instructions for completing this form:

CHECKLIST ATTACHED?: Complete attached checklist that corresponds to the class in which equivalency is being requested.

To be completed by Applicant: Applicant shall complete Work Description/Justification column of each objective. Applicant shall include examples or documentation where required by the objective (course certificates, transcripts, example Guideline Evaluation Form for EVMS 105, etc.). Applicant shall digitally sign at the bottom of the form.

To be completed by Supervisor: Supervisor shall digitally sign upon concurrence.

To be completed by ESCP Board: ESCP Board shall complete the Objective Achieved and Comments column.