

CyberPatriot

XI



www.uscyberpatriot.org

National Youth Cyber Defense Competition Rules and Procedures

(Short Title: CyberPatriot XI Rules Book)



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Summary of Changes

(by Paragraph)

3003. COMPETITION COMMUNICATION

Change. Clarifies that email sent to the CyberPatriot Program Office is not a substitute for helpdesk support during a competition round. Tech Support Chat and telephone are the primary means of helpdesk and technical support during a round.

3003.1.c. **Change.** There will be a Preliminary Score Email for all rounds.

3004. COMPETITION TECHNICAL REQUIREMENTS AND SPECIFICATIONS.

3004.1 **Change.** VMware Workstation Player 14.1.2 is the standard virtual image player for the season. Issues caused by the use of other players will not receive special consideration.

3005. COMPETITION CHALLENGES

3005.3. **Change.** Clarifies that the National Commissioner may direct other challenges during the season. Challenges may or may not be announced in advance of a competition round.

4002. TIME RESTRICTIONS

4002.2.i **Change.** The Coach is responsible for checking his or her team's tier at the beginning of each round to ensure their team is using the correct images and completing appropriate tasks.

4009. RESOURCES

4009.4.e. **Change.** Teams may use scripts at their own risk. Failure to gain points using a script will not receive consideration for score correction. Teams from the same school or organization may not collaborate in the creation of scripts or share them with each other.

4013. EMERGENCY COMPETITION DATE

Change. Emergency Competition Dates replaced Backup Dates. The emergency competition date will be determined by the CyberPatriot Program Office. The date will be used for only:

1. Severe weather or other widespread emergencies that prevent teams from competing.
2. Unplanned hospitalization of a Coach that causes a team not to compete.

Other requests due to extreme circumstances affecting the ability of the team to compete will be considered on a case-by-case basis.

Schedule conflicts will not be considered for Emergency Competition Date appeals.

4014. SCORE CORRECTION REQUESTS

4014.1.a. **Change.** The deadline for Score Correction Requests for scoring issues and warnings during the round is 4:00 p.m. Eastern Time, the first workday after the round is complete.

4014.1. b. **Change.** The deadline for Score Correction Requests concerning total scores and rule violation penalties (e.g., multiple instances) will be designated in the preliminary score email.

4015. APPEALS PROCESS

Change. The appeals process has changed to an online form system. Documentation will be emailed to the program office if it cannot be linked in the online form.

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NATIONAL COMMISSIONER'S NOTE

CyberPatriot Program Office

Air Force Association
1501 Lee Highway
Arlington, Virginia 22209-1198

October 30, 2018

Welcome to the *CyberPatriot XI Rules Book*. This document serves as the official source of rules and procedures governing the National Youth Cyber Defense Competition of CyberPatriot. All registered CyberPatriot participants, including Coaches, Mentors, Team Assistants, and Competitors, are bound by the rules and procedures published in this document. This document is in force until the release of the next signed change or edition.

A special thanks to the Coaches and Mentors who contributed to the rules book. Their team-level insights and recommendations were fundamental to this document's development.

If the rules of the school or organization to which a team belongs are more restrictive than the CyberPatriot rules, then the school's or organization's rules will take precedence.

Changes to this document will be posted on the CyberPatriot website and distributed via email to CyberPatriot Coaches.

Please submit recommendations for updates or changes to this document by email to the CyberPatriot Program Office. Address the email to cpoc@uscyberpatriot.org with the subject "Rules Book Recommendation."

A handwritten signature in black ink, reading 'Bernard K. Skoch'.

BERNARD K. SKOCH
National Commissioner
CyberPatriot
Air Force Association



INTRODUCTION

The mission of CyberPatriot is to inspire students toward careers in cybersecurity or other science, technology, engineering, and mathematics (STEM) disciplines critical to our nation's future through three main programs: the National Youth Cyber Defense Competition, AFA CyberCamps, and the Elementary School Cyber Education Initiative. This document covers the rules and procedures that govern the National Youth Cyber Defense Competition.

The competition can only operate if all Competitors, Coaches, Mentors, Team Assistants, and staff adhere to the highest ethical standard. Since the competition is distributed, all are expected to behave according to these guiding principles to ensure its success:

- **Integrity.** The foundations of the competition are the honesty and ethics of all those involved in the program, especially in the absence of supervision.
- **Service.** All adults must put the well-being and education of the Competitors ahead of their own concerns in preparation for and during the CyberPatriot competition.
- **Excellence.** The competition pushes students to achieve their best, during the competition and beyond.

Towards these guiding principles, Competitors, Coaches, Mentors, Team Assistants, and staff should use the following operating principles during all aspects of the competition:

- **Competitor Safety and Protection.** Since most Competitors are minors, this *MUST BE THE TOP PRIORITY* for all involved. It is the Coach's responsibility to ensure the safety and protection of his or her team while involved in all CyberPatriot activities. He or she must create a safe environment that protects from unauthorized individuals, ensure appropriate online activity, and use suitably secure facilities. In the event that an incident occurs involving the protection or safety of a Competitor, the Coach has an obligation to follow correct procedures to report the incident to local authorities and to stop or mitigate the incident immediately.
- **Fairness.** No participant should attempt to gain or give an unfair competitive advantage to any individual or team. Any questions or concerns regarding fairness should be directed to the CyberPatriot Program Office immediately.
- **Adherence to the Rules.** Everyone should obey the rules and regulations outlined in this document. Coaches are charged with ensuring that teams do not behave otherwise.
- **Privacy.** Participants' personal information must be protected by those who have access to it. The CyberPatriot Program Office Staff may publish participant names and photographs when appropriate permission is obtained.
- **Transparency.** To ensure openness and honesty, staff and Coaches shall engage in two-way communication on competition matters that do not infringe upon fairness.
- **Cyber Citizenship.** The CyberPatriot competition teaches Internet ethics and safety and defensive activity only. It is not a hacking competition nor does it teach or tolerate hacking or any activity related to the unauthorized entry, use, or modification of a computer, system, or network by a person, persons, or tools.



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1001. COMPETITION STAFF. For the online rounds of competition, competition staff is the full-time staff of the CyberPatriot Program Office and the temporary staff in the CyberPatriot Operations Center (CPOC).

1. CyberPatriot Program Office.

The CyberPatriot Program Office is the department within the Air Force Association responsible for organizing and administering all aspects of the CyberPatriot Program under the National Commissioner.

a. **National Commissioner.** The CyberPatriot National Commissioner is responsible for the operation of the program and has final authority on all decisions relating to the competition.

b. **CyberPatriot Program Office Staff.** The CyberPatriot Program Office staff supports the National Commissioner and handles the day-to-day operations of the program and competition support. The office can be reached by telephone during normal Eastern Time Zone business hours at 877-885-5716. Technical questions should be directed to cpoc@uscyberpatriot.org. Programmatic, registration, or outreach questions should be directed to info@uscyberpatriot.org.

2. CyberPatriot Operations Center (CPOC). Located within the CyberPatriot Program Office, the CPOC provides Tier 1 helpdesk support for CyberPatriot online competitions. It is only established during competition weekends and may be reached at 877-885-5716 or by Tech Support Chat. In addition to the CyberPatriot Program Office Staff, the CPOC is staffed by temporary staff during the peak hours of competition activity.

1002. COMPETITION DIVISIONS. CyberPatriot teams are divided into three divisions: Open, All Service, and Middle School. Each of these divisions is independent of the others; teams in one division do not directly compete against teams in other divisions. Unless otherwise specified, rules and procedures apply equally to the teams in all divisions.

1. Open Division. All high school and senior high-level students may compete on an Open Division team, provided that team is fielded by one of the organizations below.

a. **Organizations that Can Field Open Division Teams.** There is no limit on the number of Open Division teams an organization can field.

- | | | |
|---------------------------|------------------------------------|--------------------------|
| (1) Public School | (5) Parochial School | (8) Home School |
| (2) Private School | (6) Magnet School | (9) Charter School |
| (3) Scouting Unit | (7) State-Chartered Virtual School | (10) Boys and Girls Club |
| (4) YMCA and YWCA Centers | | |

b. **Composite Teams.** The preference is for students to participate through the school or home school through which they receive the majority of their education. However, the National Commissioner may consider the creation of a composite Open Division team from more than one fielding organization if:

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- (1) The organizations' sizes do not support a full CyberPatriot team.
- (2) The organizations are not fielding other CyberPatriot teams.
- (3) The Competitors belong to a common legally recognized entity, such as a school district, non-profit organization, or municipality.

Also, the National Commissioner may consider the creation of a composite Open Division team comprised of both Middle School and High School Competitors if:

- (1) In the estimation of the Coach, the school or organization's size does not support the formation of a viable Middle School Division team on its own.
- (2) No more than two middle school students will be registered to the team.
- (3) The Competitors belong to a common legally recognized entity, such as a school district, non-profit organization, or municipality.
- (4) The verification official for the team consents to the formation of a composite team.
- (5) Only one composite team based on age per organization will be granted.

These requirements must be met to request approval for a composite team, and do not guarantee the National Commissioner will grant an exception.

2. **All Service Division**. All high school and senior high-level students may compete on an All Service Division team, provided that team is fielded by one of the organizations below, per these organizations' memoranda of agreement that govern their CyberPatriot participation.

a. **Organizations that Can Field All Service Division Teams**. There is no limit on the number of All Service Division teams that an organization can field.

- | | | |
|----------------|------------------------|--------------------------------|
| (1) Army JROTC | (3) Marine Corps JROTC | (5) U.S. Naval Sea Cadet Corps |
| (2) Navy JROTC | (4) Air Force JROTC | (6) Civil Air Patrol |

b. **Categories**. All Service Division teams are placed into Categories based on their affiliation with one of the organizations above. Categories factor into some awards and advancement during the Elimination Rounds. See Paragraph 3007 for more on Categories.

c. **Composite Teams**. The National Commissioner may consider the creation of a composite All Service Division team from more than one unit if all of the following conditions are met:

- (1) The units' sizes do not support a full CyberPatriot team.
- (2) The units are not fielding other CyberPatriot teams.
- (3) The first common senior in the chain of command approves the composite team (e.g., CAP Group Commander, USNSCC Regional Captain).
- (4) The organization's National Headquarters CyberPatriot Representative concurs with the creation of the composite team.

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In addition, the National Commissioner may consider the creation of a composite All Service Division team comprised of both Middle School and High School Competitors if:

- (1) In the estimation of the Coach, the unit's size does not support the formation of a viable Middle School Division team on its own.
- (2) No more than two middle school students will be registered to the team.
- (3) The first common senior in the chain of command approves the composite team (e.g., CAP Group Commander, USNSCC Regional Captain).
- (4) The organization's National Headquarters CyberPatriot Representative concurs with the creation of the composite team.
- (5) Only one composite team based on age per organization will be granted.

3. **Middle School Division.** All middle school and junior high-level students may compete on a Middle School Division team, provided the team is fielded by one of the approved Middle School Division organizations listed below.

a. **Organizations that Can Field Middle School Division Teams**

- | | | |
|---------------------------|-------------------------|---|
| (1) Public School | (6) Charter School | (10) State-Chartered Virtual School |
| (2) Private School | (7) Magnet School | (11) Civil Air Patrol |
| (3) Home School | (8) Boys and Girls Club | (12) U.S. Naval Sea Cadet Corps/
Navy League Cadet Corps |
| (4) Parochial School | (9) Scouting Unit | |
| (5) YMCA and YWCA Centers | | |

b. **Composite Teams.** The preference is for students to participate through the school or home school through which they receive the majority of their education. However, the National Commissioner may consider the creation of a composite Middle School Division team from more than one fielding organization if:

- (1) The organizations' sizes do not support a full CyberPatriot team.
- (2) The organizations are not fielding other CyberPatriot teams.
- (3) The Competitors belong to a common legally recognized entity, such as a school district, non-profit organization, or municipality.
- (4) U.S. Naval Sea Cadet Corps and Civil Air Patrol teams use the same procedures as All Service Division teams to include concurrence from their organizations' National Headquarters CyberPatriot Representative.

These requirements must be met to request approval for a composite team, and do not guarantee the National Commissioner will grant an exception.

4. **Other Organizations.** At the discretion of the National Commissioner, other organizations may field a team in one or more of the above Divisions. Requirements for participation are:

a. **Charter and Youth Program.** The organization shall have a charter that includes a youth program for high school and/or middle school-level students.

- b. **Mission and Purpose**. The organization's mission and purpose shall be consistent with the principles and values of the CyberPatriot Program and AFA.
- c. **Designated Official Leader**. The organization shall have a leader who is accountable for the organization and is authorized to designate adults to have unsupervised access to minors in the organization.
- d. **Minor Protection Policy and Training**. The organization shall have an official policy for the protection and safety of minors.
- e. **Minor Protection Training Requirement**. Mandatory and formal training shall be required for adults who have unsupervised access to minors.

5. Teams shall remain in their assigned divisions once they have competed in Round 1. If a team had not competed in Round 1, then they shall not change their division after Round 1 is complete.

1003. TEAMS. Teams are the basic groupings of CyberPatriot participants.

1. **Members of a CyberPatriot Team**. Figure 1-1 depicts a CyberPatriot team. A team consists only of the Coach, Mentor, Team Assistant and Competitors associated with a given CyberPatriot team number. Although CyberPatriot is currently only open to approved schools and organizations, there is no U.S. citizenship requirement for any CyberPatriot competition participant. However, Technical Mentors and Team Assistants must have a social security number or Canadian social insurance number to undergo the required background check. International teams will compete in CyberPatriot under specific agreements made with their sponsoring schools or organizations. Team positions are described in more detail in Paragraphs 1004 – 1007.

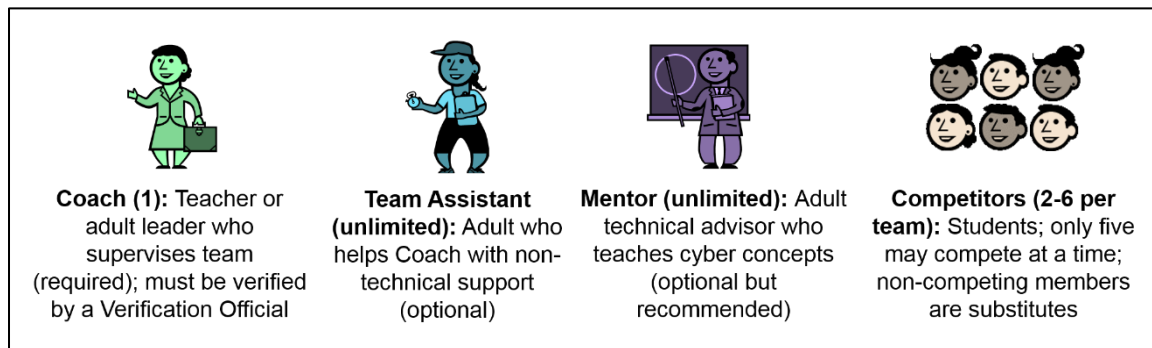


Figure 1-1. CyberPatriot Team Members

2. **Team Identification**. For official purposes, team identification is standardized to recognize teams, assign scores, maintain anonymity, and avoid misunderstandings in communication. Teams are identified as follows:

- a. **Team Numbers**. Team numbers are assigned during registration and are the primary means to identify a team for competition purposes, such as assigning scores.

b. **Unique Identifiers.** After the team number is assigned, each team is assigned a Unique Identifier for their competition images. Before each round, Coaches may locate their ten-digit alphanumeric code used for validation with the CyberPatriot scoring server on the Coach's Dashboard on the CyberPatriot website. Additionally, Cisco Networking Challenge login credentials will be assigned to each team and posted on the Coach's Dashboard. Unique Identifiers and Cisco Networking Challenge login credentials will not be emailed to teams in competition emails.

c. **Official Names.** The official name of teams belonging to a school, including JROTC units, is the school name. The official name of other teams, such as CAP and USNSCC units, is the organization name. Composite teams have an official name assigned by the authority that approved their composition

d. **Unofficial Names.** Teams can create unofficial team nicknames to identify themselves at any time. The names must be in good taste and are subject to veto by the CyberPatriot Program Office. Team names are optional and will not be used to identify teams officially. Coaches must ensure nicknames are appropriate and do not include pro-hacking or offensive language.

3. **Anonymity.** Except for the following exceptions in which information related to a team's performance (e.g., scores, rankings, advancement) is published, the team will remain anonymous, except for its team number.

a. **Exception 1: Online Rounds**

(1) The team names and team numbers of the top scoring teams in each round may be listed with their scores on the public scoreboard during a competition round.

(2) Teams that win an award or certificate during the State Round and Semifinals and/or advance to the Semifinals will have their official name, team nickname, and Coach name published by the CyberPatriot Program Office. This information will not be associated with the team's scores.

b. **Exception 2: The National Finals Competition.** Teams that advance to the National Finals Competition have their official names, unofficial names, Coach name, and Competitors' names published. This information will not be associated with the team's scores. This information may be published in the following places:

- (1) *The CyberSentinel*, the official CyberPatriot newsletter
- (2) The CyberPatriot website (www.uscyberpatriot.org) and social media
- (3) The National Finals Competition program
- (4) Press releases
- (5) Communications to sponsors and government officials

Teams winning awards at National Finals will have their official names, Competitor names, awards, and rankings published. Rankings for other National Finalists will not be published.

1004. COACH. CyberPatriot requires an adult to register as a team Coach before any students are permitted to register or compete. Having one, and only one, adult Coach of record for each team is a non-negotiable requirement. An adult may coach up to five teams and is responsible for the proper supervision of all of their teams during all CyberPatriot-related activities. A Coach may assist other teams, but only as a registered Mentor or Team Assistant. To be a Coach, an individual must meet the following requirements:

1. Eligibility Requirements

- a. Adult over 18 years of age on or before the Coach registration deadline.
- b. Not a Competitor or high school-level student.
- c. Not a member of the CyberPatriot Program Office.
- d. Vetted and approved to work with minors by a Verification Official (see below).
- e. Agrees to abide by the CyberPatriot Coaches' Agreement and Standards of Conduct.
(See Appendices I and II).

2. Verification Officials.

All Coaches are required to be vetted and approved to work with minors by Verification Officials. School-based teams, including JROTC teams, must be verified by a principal or assistant principal. CAP teams must be verified by a unit commander or deputy commander. USNSCC Coaches must be verified by their Regional National Headquarters Representative or an officer higher in their chain of command. Scouting units and all other approved educational organizations must be verified by an organization head. Though not members of a team, Verification Officials perform the following critical functions:

- a. **Verify** that a Coach is approved by the organization to work unsupervised with minors and has completed required youth protection training.
- b. **Immediately notify** the CyberPatriot Program Office if facts or circumstances call into question the fitness of a Coach to continue to supervise Competitors.
- c. **Validate** a Coach's status as a school employee, school district-approved volunteer, or person with an approved relationship with the school or fielding organization.

3. Additional Requirements. Adults must meet the following requirements in addition to those mentioned above if they fall into any of the cases below.

- a. **Employees of Sponsors, Development Partners, and AFA.** An employee of a CyberPatriot sponsor, development partner, or AFA shall receive consent from their organization's designated CyberPatriot representative before becoming a Coach. Former AFA CyberPatriot Program Office employees are not eligible to participate in the competition for one year after the last date of their AFA employment.
- b. **Competition Volunteers and Temporary Staff.** National Finals Competition volunteers and Competition Administration Team members (e.g., Red, White, and Green Teams), CPOC staff, and any other volunteers may not Coach, Mentor or otherwise assist a

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CyberPatriot Team during the season in which they are volunteering or for one year after the last day of their involvement as a volunteer.

c. **CAP or USNSCC members**. These Coaches also shall meet all of the following requirements:

- (1) Senior Member or Adult Leader in good standing with Civil Air Patrol or U.S. Naval Sea Cadet Corps.
- (2) Completion of appropriate cadet protection program training (CPPT).
- (3) Chain-of-command authorization of unsupervised access to cadets who are minors.

d. **Home School Team Coaches**. In areas where home schools are subject to local school board or other governmental oversight, Coaches of home school teams shall be verified by a co-op official or a home school teacher who can be verified by a legally recognized agency that accredits or otherwise approves home school programs. Coaches of home school teams must also meet the following requirements:

- (1) Authorization by their regulating agency and the students' parents to have unsupervised access to team members who are minors.
- (2) Procurement and retaining of written and signed parental consent forms for Competitors for the entire season (see Appendix III).
- (3) Completion of a certified youth protection program such as the free Boy Scouts of America's Youth Protection Training at www.my.scouting.org. A trainee does not have to be affiliated with Boy Scouts but must create an account to take the online training.

4. **Responsibilities**

a. **Competitor Protection**. Coach responsibility includes controlling access to minors in a way that protects them, respects parental prerogatives, and follows legal requirements during all competition training, events, and rounds. Additionally, Coaches are:

- (1) Accountable for Mentors and Team Assistant interactions with the Competitors.
- (2) Responsible for Competitor safety and protection during all competition training, events, and rounds (see Appendix IV).

b. **Competition Integrity**. Fairness and integrity are key components of a successful CyberPatriot competition. Coaches are charged with upholding these principles at the team level during competition by ensuring that their Competitors receive no outside assistance in any form, including help from Mentors and Team Assistants (see Paragraph 4004). Coaches may continue to provide clarification of rules and permissible actions per this document while their teams compete.

c. **Official Point of Contact**. Official competition-related CyberPatriot correspondence is emailed only to Coaches, who may disseminate it to their teams. It is therefore essential that Coaches monitor their email for up-to-date information and ensure they are capable of receiving messages from the CyberPatriot Program Office (info@uscyberpatriot.org)

through their chosen email domains. The role of the official point of contact may not be delegated to a Mentor unless the Mentor is appointed as a Coach Alternate (below).

5. **No Compensation**. Coaches participate on a volunteer basis and do not receive compensation from AFA. AFA has no position with respect to gifts received by our volunteers.

6. **Coach Alternate**. If a Coach is not available to receive email and supervise during a round of competition, then a Coach Alternate may be designated.

a. **Approval Process**. Coach Alternates are subject to CyberPatriot Program Office approval on a case-by-case basis. Coach Alternates should also be vetted and approved by the original Coach's Verification Official before CyberPatriot Program Office approval. Coach Alternates may only act as Coach for the approved round of competition and not substitute for the Coach during future rounds of competition without going through the approval process again (see Appendix V).

b. **Coach of Record Change**. The Coach Alternate process is only to be used if the team's Coach of record has a one-off scheduling conflict or emergency that prevents him/her from managing the team during a specific round of competition. If the Coach of record is unable to supervise the team over several rounds, he or she must contact the CyberPatriot Program Office to transfer the team to another school or organization-approved adult for the remainder of the season.

1005. COMPETITORS. A CyberPatriot team consists of two to six competitors, up to five of whom may compete at a single time. Substitution of team members is at the Coach's discretion during the online rounds of competition. A Competitor shall compete on only one team during a CyberPatriot season. To be a Competitor, students must meet the following requirements.

1. **Eligibility Requirements**

a. **Open Division**

- (1) Competitors must be fully enrolled in a participating high school or senior high program (or equivalent if home schooled/in a school that does not make this distinction) or granted an exception by the National Commissioner for a composite team of both Middle School and High School age competitors.
- (2) Competitors shall be on only one team, even if they belong to another organization fielding a team.
- (3) JROTC, USNSCC, and CAP cadets may compete on an Open Division team if they are not a member of an All Service Division team. They will not be identified as a member of the JROTC, CAP, or USNSCC if they are on an Open Division team.

b. **All Service Division**

- (1) Competitors must be enrolled in a high school or senior high program (or equivalent if home schooled/in a school that does not make this distinction) or granted an

exception by the National Commissioner for a composite team of both Middle School and High School age competitors.

- (2) Competitors must be fully enrolled in the respective JROTC, CAP, or USNSCC program before participating in any competition round.
- (3) All Competitors must be members of the same unit except in cases when the National Commissioner grants an exception for the formation of a composite team.
- (4) Competitors must at all times during the season remain enrolled in their respective JROTC, CAP, or USNSCC program.

c. **Middle School and Junior High School**

- (1) Competitors must be fully enrolled in a middle school or junior high school program (or equivalent if home schooled/in a school that does not make this distinction).
- (2) Home schools organizations, USNSCC units, CAP squadrons, and other organizations may field middle school teams if all team members are enrolled in the equivalent of a middle school or junior high school program.

2. **Responsibilities.** It is the responsibility of Competitors to abide by the CyberPatriot Competitor Code of Conduct (see Appendix VI). Competitors will also agree to act ethically each time they log on to a competition image.

1006. MENTORS. Mentors, also known as Technical Mentors, are optional (but recommended) technical advisors. One or more registered Mentors may be chosen by a Coach to assist with a CyberPatriot team. Teams are not required to have a Mentor, and Coaches may act in the combined role of a Coach and Mentor.

1. **Eligibility**

- a. Adult over 18 years of age.
- b. Not a Competitor or high school-level student.
- c. Must pass a CyberPatriot Program Office background investigation every two years, which requires possession of a social security number or Canadian social insurance number.
- d. Agrees to abide by the CyberPatriot Standards of Conduct (see Appendix II) and must not teach hacking skills or offensive cyber tactics to Competitors.
- e. Meets with a team only with the Coach's approval.
- f. Must be officially linked through Volunteer Central to the team(s) he or she is assisting.

2. **Suggested Responsibilities.** There is no minimum time commitment for Mentors. For example, a Mentor can volunteer on a guest lecture basis or commit to training a team throughout the competition season. Suggested responsibilities include the following:

- a. Advising the team's Coach on skills status.
- b. Developing, with the Coach's guidance, a plan to teach cyber defense skills and ethics.
- c. Teaching and assisting Competitors with cyber defense skills and ethics.

3. **Coaches as Mentors.** A Coach may be a Mentor for other teams only if he or she is also registered as a Mentor. Coaches not registered as a Mentor are ineligible for Mentor awards.

4. **No Compensation.** Mentor positions are voluntary and do not receive compensation. AFA has no position with respect to gifts received by volunteers.

1007. TEAM ASSISTANTS. Team Assistants are adult team members who provide non-technical support and encouragement to the team. Teams are not required to have Team Assistants. Team Assistants must register on the CyberPatriot website and can be linked to their teams by Coaches after meeting all their requirements.

1. **Eligibility**

- a. Adult over 18 years of age on or before the Coach registration deadline.
- b. Not a Competitor or high school-level student.
- c. Must pass a CyberPatriot Program Office background investigation
- d. Agrees to abide by the CyberPatriot Standards of Conduct (see Appendix II).
- e. Must be officially linked through Volunteer Central to the team(s) he or she is assisting.

2. **Responsibilities.** Team Assistant responsibilities vary by team, but sample responsibilities include helping with competition setup, snacks, and transportation.

3. **No Compensation.** Team Assistant positions are voluntary and do not receive compensation. AFA has no position with respect to gifts received by volunteers.

1008. CYBERPATRIOT CENTERS OF EXCELLENCE. CyberPatriot Centers of Excellence (COEs) are recognized as leading institutions and organizations in promoting STEM and cyber education.

1009. CYBERPATRIOT RULES ADVISORY GROUP (CRAG). The CRAG advises the National Commissioner on competition rules and procedures. Coaches and Mentors of all experience levels may join the group. The Senior Director of CyberPatriot Operations chairs the CRAG.



CHAPTER 2: REGISTRATION

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2001. GENERAL. Team registration begins in April and ends in October. Coaches, Mentors, and Team Assistants register online at www.uscyberpatriot.org. After their team application has been approved, Coaches log into their accounts and register their team's Competitors.

2002. COACH REGISTRATION. Coach registration begins the team registration process. Only Coaches may register teams.

1. **Creating Teams.** After creating a CyberPatriot Volunteer account, prospective Coaches can register up to five teams each by logging into the CyberPatriot website and clicking the "Create Team" button on their Dashboard. Coaches may register Competitors only after their team application is validated by their Verification Official and approved by the CyberPatriot Program Office.

2. **Coaches of Multiple Teams.** An adult may register as a Coach for up to five teams from the same or different schools, organizations, or divisions under the following conditions:

a. **Verification.** Verification Officials must separately verify a Coach for each registered team, even when the teams are registered under the same organization. This will require a response for up to five separate verification emails per Coach.

Detailed team registration instructions and screenshots are available [on the CyberPatriot registration page](#).

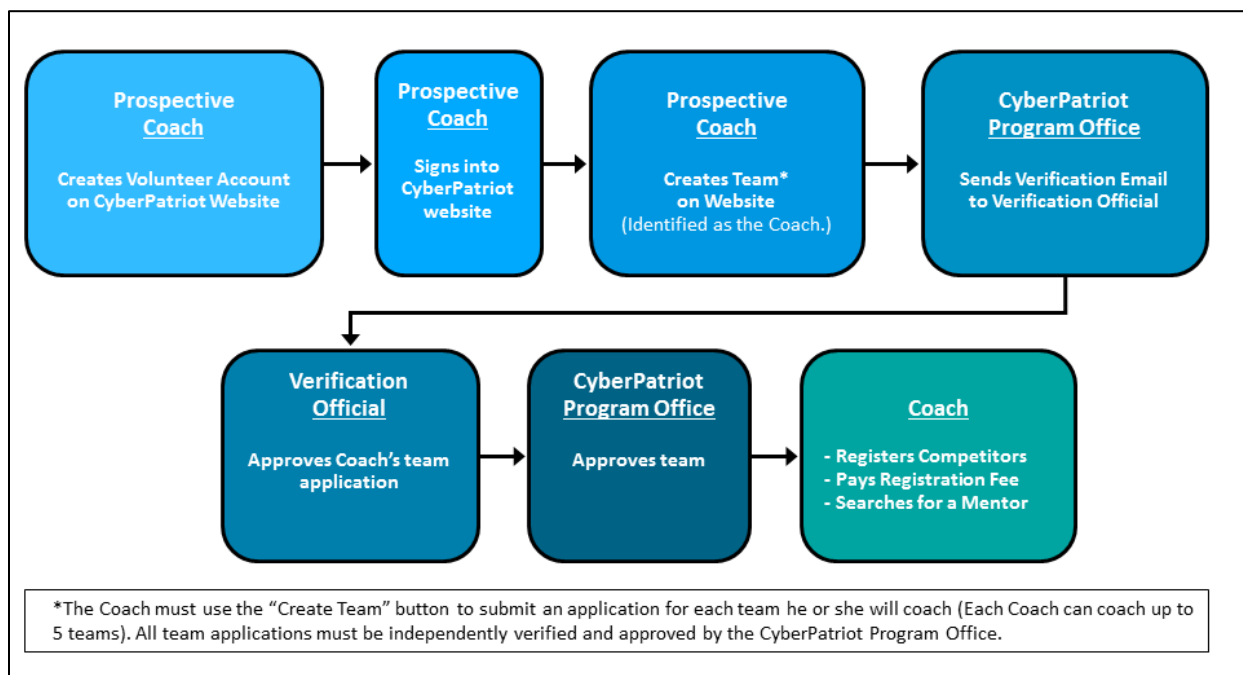


Figure 2-1. Coach (Team) Registration Process

2003. MENTOR AND TEAM ASSISTANT REGISTRATION. Mentors and Team Assistants follow the same registration process. They first register individually without a team assignment by logging into their Volunteer account on the CyberPatriot website and clicking the "Mentor

Application” button on their Dashboard. Mentors and Team Assistants may register on the site with or without contacting a CyberPatriot team beforehand and may work with teams in their physical location or virtually. There is no deadline for Mentor or Team Assistant registration.

1. **Background Check.** All Mentors and Team Assistants are required to complete a background check conducted by the CyberPatriot Program Office. CyberPatriot does not have access to any checks or clearances performed by other organizations, so all Mentors and Team Assistants must undergo background checks through AFA’s contracted screening company, PeopleFacts, Inc., every two years. The CyberPatriot background check is not a substitute for a school’s or organization’s background checks or personnel screening processes.

2. **Linking with Teams.** Once a Mentor or Team Assistant is approved by the CyberPatriot Program Office, Coaches may contact or link them to their teams using a list of available Mentors and Team Assistants. Mentors and Team Assistants can add or remove themselves from this list by logging into their Volunteer account and changing their availability status using the “Edit Profile” button. Mentors and Team Assistants can also contact teams looking for assistance using the “Find Team” button on their Volunteer Dashboard. Mentors and Team Assistants are paired with Coaches only with mutual consent.

Additional instructions for registering as a Mentor or Team Assistant are available at <https://www.uscyberpatriot.org/Documents/Mentor%20Registration%20Instructions.pdf>.

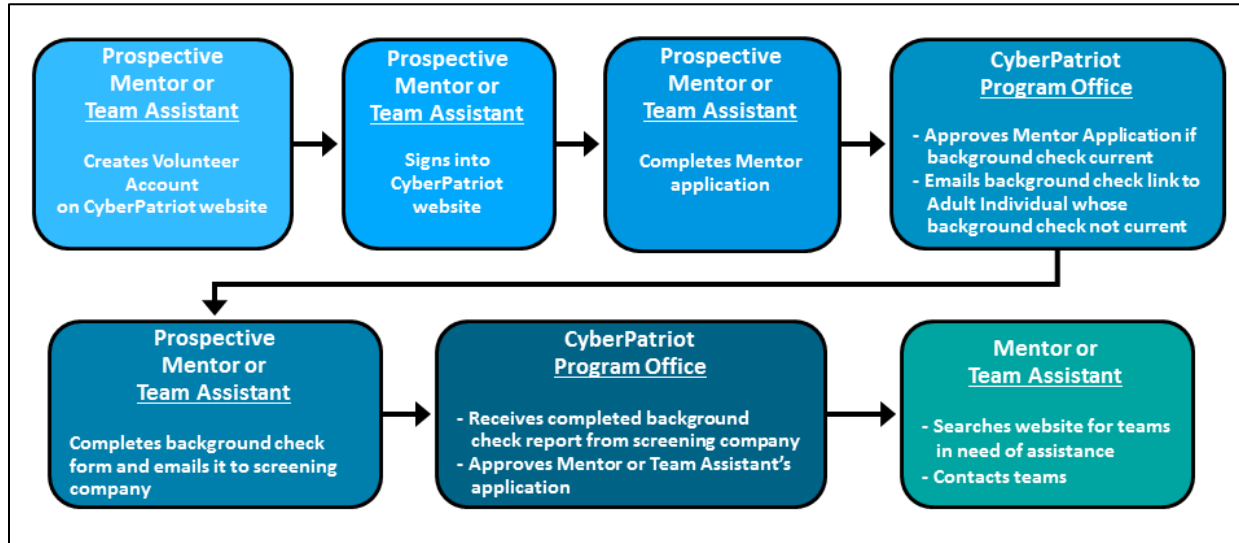


Figure 2-2. Mentor and Team Assistant Registration Process

2004. COMPETITOR REGISTRATION. After their team application has been verified and approved, Coaches must add their Competitors to their online rosters by the Competitor Registration deadline – 11:59 p.m. ET on November 1, 2018. To do so, a Coach logs into his or her account, clicks the “Options” button to the right of their team, and selects “Register Competitor.” The Coach then fills out a form that asks for the Competitor’s name, email address, and t-shirt size. Coaches must also check a box indicating they have received parental

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consent from the Competitor's parents or guardians. Coaches do not need to submit signed parental consent forms to the CyberPatriot Program Office. They just need to check the box indicating they have received oral, written, or tacit consent through membership in a club, activity, or class.

1. **Competitor Email.** After a Competitor is added to a roster, he or she is automatically emailed a link to a short questionnaire. After that Competitor questionnaire has been submitted by the student, he or she is fully registered and eligible to compete in CyberPatriot.

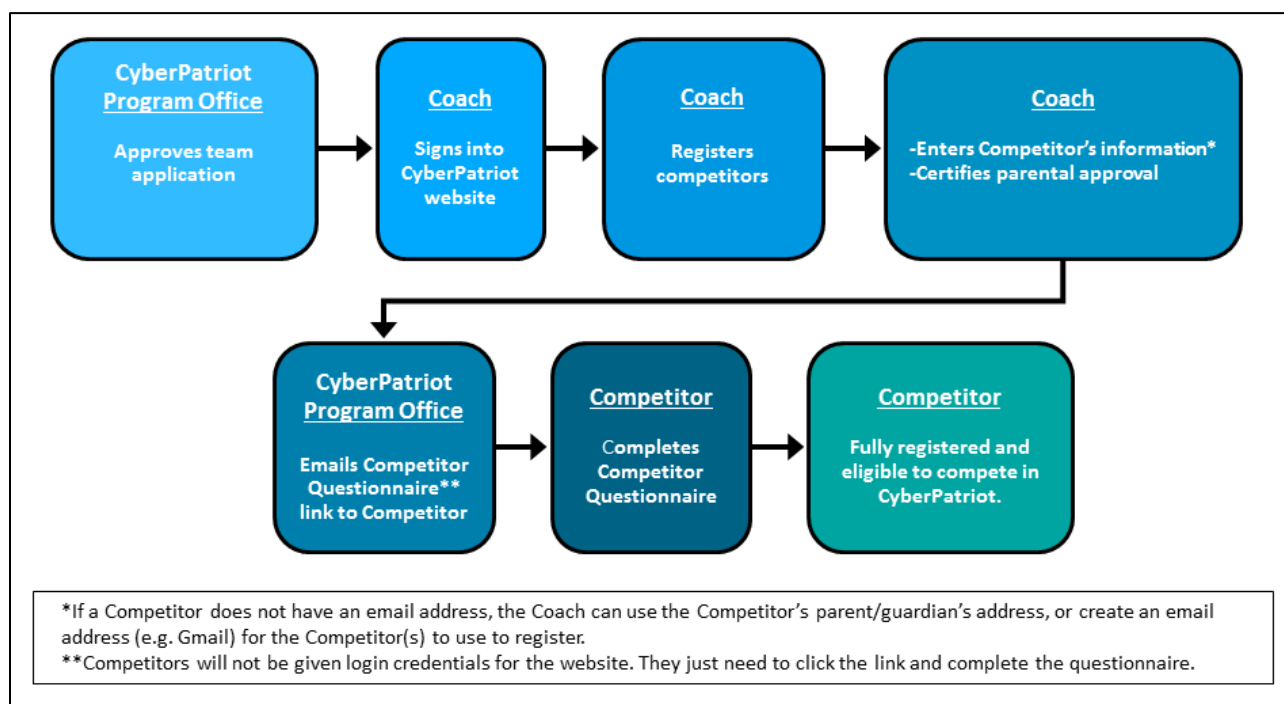


Figure 2-3. Competitor Registration Process

2005. TEAM REGISTRATION FEES. A team is completely registered when its applicable fee has been paid or waived by the National Commissioner. The Open Division registration fee is \$205, the Middle School Division fee is \$165, and there is no fee in the All Service Division. Due to an agreement with National Headquarters, Civil Air Patrol teams competing in the Middle School Division do not pay a fee. All fees must be paid by the registration fee deadline November 8, 2018.

1. **Fee Exemptions.** Fees may be waived in the following circumstances.
 - a. Title I schools and schools with inadequate funding may request fee waivers.
 - b. Teams composed entirely of female competitors.
2. More information is available on the CyberPatriot website at <https://www.uscyberpatriot.org/Pages/Get%20Involved/Volunteer-Registration-Form.aspx>



CHAPTER 3: COMPETITION DESIGN AND PROCEDURES

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3001. GENERAL. Each team competes in a series of online competition rounds by fixing vulnerabilities, hardening systems, and performing other tasks. Rounds are held on weekends, and all divisions compete on the same weekends. However, the high school and middle school competitions have different structures. Below is an overview of the competition schedule. Teams may compete in any six consecutive-hour period within the specified Competition Windows during the online competition rounds. Unless otherwise noted, all competition times are Eastern Time (ET).

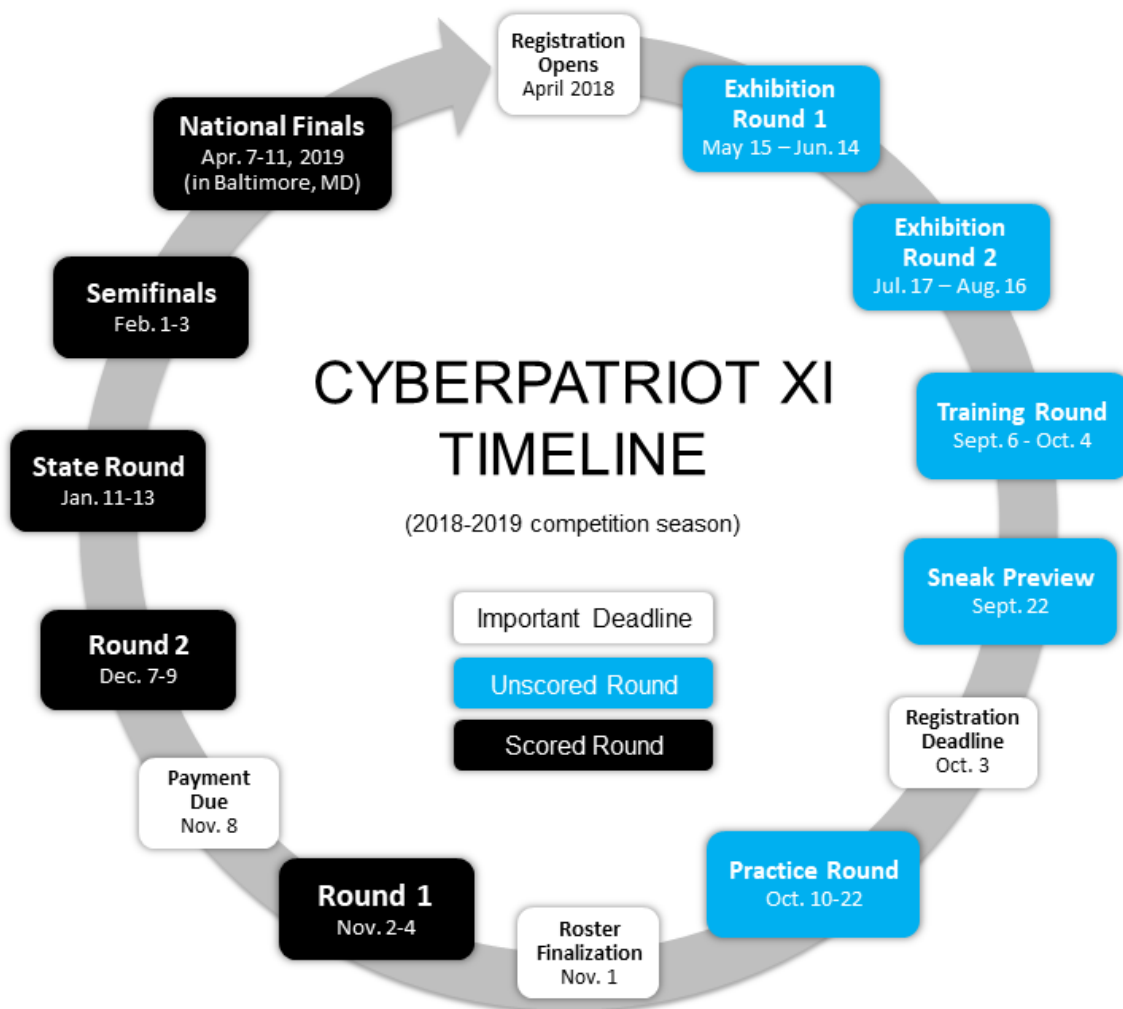


Figure 3-1. Detailed Competition Timeline

3002. COMPETITION WINDOWS. Teams may compete for a six consecutive-hour period within one of three given competition windows on the Friday-Sunday dates designated for each online round (see Timeline above). This six consecutive-hour period begins when the team's first virtual machine image (image) is opened in a virtual machine player (i.e., VMware Workstation Player (see Chapter 4). The CyberPatriot Program Office is available for technical support at all times during the competition windows (see Paragraph 3006). Teams should not compete outside of these competition windows, as the scoring server is unavailable to receive team scores. The following are the competition windows for each competition round:

Friday: 9:00 a.m. – 3:00 a.m. Saturday ET

Saturday: 8:00 a.m. – 11:59 p.m. ET

Sunday: 10:00 a.m. – 10:00 p.m. ET

3003. COMPETITION COMMUNICATION. Email from info@uscyberpatriot.org and cpoc@uscyberpatriot.org are the official and primary means of competition communication from the CyberPatriot Program Office to Coaches. It is not a substitute for helpdesk support during a competition round. Official competition information will be posted in the CPOC tech support chat, at www.uscyberpatriot.org, and Facebook if there are technical issues with official email.

1. **Competition Email.** Teams receive two competition emails before each online competition round and one or two emails after, depending on the competition round. Coaches are the only individuals who receive these emails, and it is their responsibility to ensure that each of the emails listed below is received. Coaches should contact the CyberPatriot Program Office if emails are not received in the time frames listed below. Failure to receive emails is not grounds for an appeal.

a. **Download and Instructions Email.** On or before the Monday prior to the competition round, Coaches receive an email with image download information in addition to the following:

- | | |
|--|---------------------------------|
| (1) Competition Round Instructions | (4) Other Challenge information |
| (2) Links to image downloads | (5) Technical information |
| (3) Cisco Networking Challenge information | (6) Troubleshooting tips |

b. **StartEx Email.** At 9:00 a.m. Eastern on the Friday of the round, an email will be sent to all Coaches with the following information:

- (1) Image decryption passwords
- (2) Changes to instructions since the Download and Instructions Email.

c. **Preliminary Score Email.** This email is used only for all rounds to ensure that scores are correct before scores or advancement information is released. It notifies Coaches of their preliminary scores from the recent round and issues a deadline for Score Correction Requests (See Chapter 4.).

d. **Results Email.** Release of this email is contingent on a variety of factors including inquiries and appeals. The goal for release of the email is **eight** working days after the completion of the competition round. The Competition Round Results Email contains the following information:

- (1) The scores from the just-completed competition round.
- (2) A general list of vulnerability categories in the images. Specific vulnerabilities will not be published. The general list of vulnerabilities categories may include:

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- | | | |
|---|--|---|
| <ul style="list-style-type: none"> - Access control and settings - Antivirus - File sharing and permissions - Firewall - Forensics questions | <ul style="list-style-type: none"> - Insecure services - Login policy - Malware - Miscellaneous - Password policy | <ul style="list-style-type: none"> - Policy violations: files - Policy violations: services - Updates: Operating System - Updates: Other - User Policy |
|---|--|---|




Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Image Download & Instructions E-mail 	6
7	8	9	10	11	12	13
					StartEx Email w/Password 	Competition Round 9 AM Eastern Friday- 10 PM Eastern Sunday
14 Competition Round 9 AM Eastern Friday- 10 PM Eastern Sunday	15 Score Correction Requests Due (for scoring issues during the round and warnings)	16 Emergency Date Appeals Due	17	18 Preliminary Results Email 	19 Score Correction Requests Due (for total scores and rule violation penalties)	20
21	22	23	24 Competition Round Results 	25	26	27
28	29	30	31			

Figure 3-2. Sample Competition Email Schedule

2. **Information and Notifications.** In addition to email, information may be posted in some or all of the following areas during competition rounds.

- a. Scoring Report Broadcast on the image
- b. CyberPatriot Website: www.uscyberpatriot.org
- c. CPOC Tech Support Chat:
<https://fedgov.webex.com/fedgov/onstage/g.php?PRID=5632977f96b90348071a216c69912878>
- d. Facebook: www.facebook.com/CyberPatriot
- e. Twitter: www.twitter.com/CyberPatriot
- f. Public Scoreboard (only available during competition):
<http://scoreboard.uscyberpatriot.org>

3. **Unique Identifiers and Team Cisco Networking Challenge Login Credentials.** Unique Identifiers and Cisco Networking Challenge login credentials for the competition are posted on the Coach's Dashboard on the CyberPatriot website. Coaches will not receive Unique Identifiers and login credentials in competition emails. Coaches are encouraged to check

their Dashboard before the competition and make a copy of their Unique Identifiers and Login Credentials. If the Coach's Dashboard is not available, Coaches must contact the CyberPatriot Operations Center to receive their Unique Identifier and login credentials.

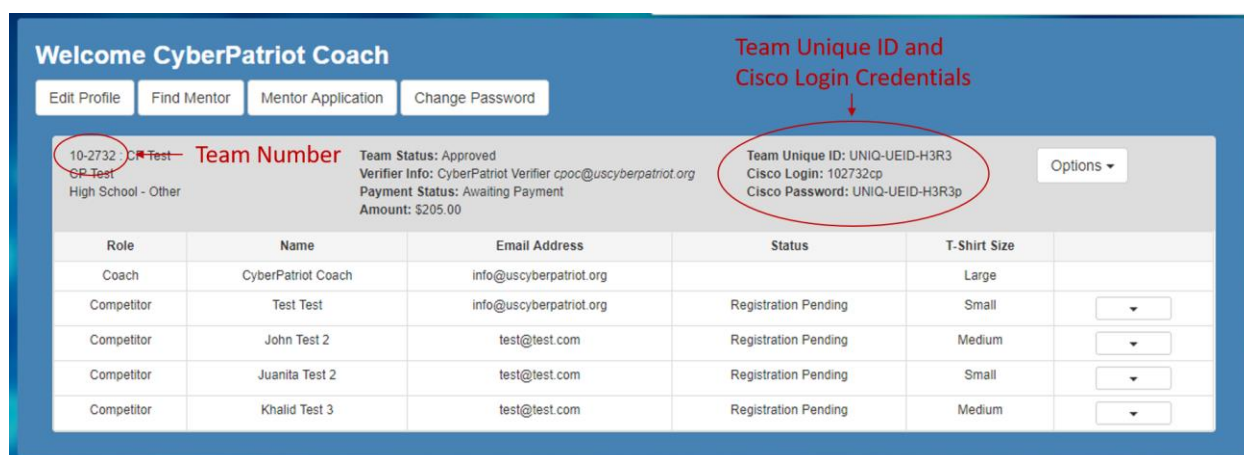


Figure 3-3. Coach's Dashboard with Unique Identifiers and Cisco Networking Challenge Credentials
(Names and credentials are fictitious and any resemblance to real persons, living or dead, is purely coincidental.)

3004. COMPETITION TECHNICAL REQUIREMENTS AND SPECIFICATIONS. Teams require equipment, software, and networks that meet CyberPatriot competition technical specifications to compete successfully. The competition technical specifications are located on the Technical Specifications web page, under the Competition tab, on the CyberPatriot website at <http://uscypatriot.org/competition/technical-specifications>.

1. **Virtual Machine Player Standard.** **VMware Workstation Player14.1.2** is the virtual machine player standard for this season. All competition images are tested to the VMware Workstation Player standard as noted on the Technical Specifications web page. A host system hardware and software must be able to run the VMware Workstation Player standard to ensure the competition images run correctly. Some host systems will appear to conform to technical specifications but are still unable to run the VMware Workstation Player standard. If you are not sure whether your system is capable of running the VMware Workstation Player standard, please refer to the VMware Workstation Player documentation at www.vmware.com.

2. **Hardware.** Teams need a minimum of two computers that meet the technical specifications on the CyberPatriot website and run the VMware Workstation Player standard for this season. However, because there are several virtual machine images in a round and the Cisco Networking Challenge, it is recommended that teams have at least three computers. Optimally, each team member should have a computer.

Notice: 64-Bit, Host Computer Operating Systems Required for CyberPatriot. Teams are required to have 64-bit, host computer operating systems to compete in CyberPatriot. Teams using 32-bit host computers and operating systems will have compatibility issues with the competition software and may not be able to successfully compete.

3. **Host Operating System.** The CyberPatriot competition software is tested on Windows operating systems using the VMware Workstation Player standard for the season. Non-Windows operating systems may be used at the risk of the team using them, but issues stemming from the use of the non-Windows operating systems are not grounds for an appeal or special consideration. Team computers must have operating systems that can use the VMWare Workstation Player standard listed on the Technical Specifications web page, under the Competition tab, on the CyberPatriot website. The following operating systems have this capability:

- Windows 7
- Windows 10

Teams that have access only to Macs may use [this guide](#) to learn about using Boot Camp to install Windows on their system and examine their other options.

Notice: Teams using Apple Mac, Linux, or other non-Windows computers.

Teams using Apple Mac, Linux, or other non-Windows computers should have a **Windows computer available** during the competition in case there is a compatibility issue with the software. The Windows computer must meet the technical specifications listed on the Technical Specifications web page, under the Competition tab, on the CyberPatriot website. No special consideration will be given for issues caused by computers not meeting technical specifications.

4. **Software.** The following free software must be installed on all competition computers before a team participates in a round of competition. The CyberPatriot Program Office cannot provide support for other software that may be used. Versions and specifics are listed on the Technical Specifications web page under the Competition tab on the CyberPatriot website

- a. WinMD5: Verifies that virtual machine images are fully downloaded.
- b. 7-Zip: Extracts images after they have been downloaded.
- c. VMWare Workstation Player: Runs images after they have been extracted.

5. **Network.** It is the teams' responsibility to provide an Internet connection during the competition. The most common network difficulty encountered by teams during the competition is a school proxy server or firewall blocking their web traffic. All teams will need unrestricted access to HTTP (TCP/IP port 80 OUTBOUND) to compete and may find HTTPS (TCP/IP port 443) to be helpful when preparing for competition.

a. **Minimum Network Specifications**

- (1) DSL or faster network connection.
- (2) Unrestricted access on port 80 OUTBOUND for the competition scoring client.
- (3) Port 443 access for logging into CPOC Tech Chat, Coach's Dashboard, www.uscyberpatriot.org, and Microsoft Imagine
- (4) Access to the websites listed on the Technical Specifications, web page under the Competition tab, on the CyberPatriot website
- (5) Teams require a backup plan in case of network failure.

b. **Network Troubleshooting and Tools**. If network issues do arise, teams should first contact the IT administrator for their network. The CyberPatriot Program Office can then work with these individuals to determine other methods of allowing teams to access the scoring server from their location. The following tools may be useful in avoiding network issues.

- (1) **CCS Connection Test**. This software tests a network's ability to connect to the scoring server. Previous seasons' connection tests are not compatible with the CyberPatriot Competition System.
- (2) **AT&T Air Cards**. Available in limited amounts, these devices may be provided to teams that have limited Internet access for the competition. Air cards may only be requested by Coaches via a survey after the Coach registration deadline and are distributed based on need and availability before Round 1. Air card failure is not grounds for an appeal.

3005. COMPETITION CHALLENGES. The CyberPatriot online competition rounds contain one or more of the following scored challenges. The National Commissioner may direct additional challenges.

1. **Network Security Challenge**. The Network Security Challenge is the main event during the online rounds. It is a cyber defense event based on finding and fixing security vulnerabilities in operating systems. Additionally, teams may be asked questions about the actions they took during the challenge. The CyberPatriot Competition System (CCS) is used to score this challenge.

a. **Virtual Machine Image (Image)**. CCS scores teams on their discovery and remediation of vulnerabilities in an image. A CyberPatriot image is a simulated operating system played on virtual machine player that contains scoring software. Specific operating system image types will be released before the competition rounds.

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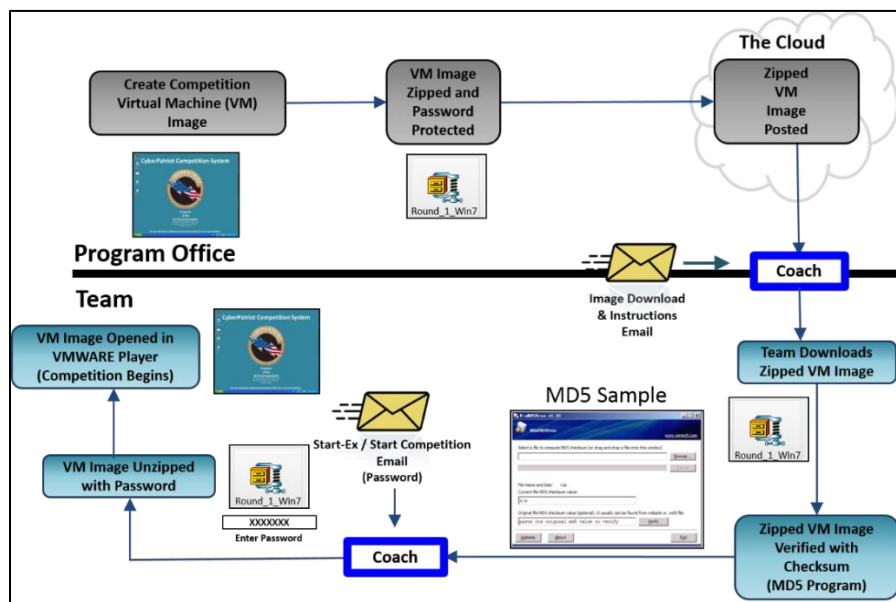


Figure 3-4. Image Delivery

b. **Coach Image Responsibilities.** Coaches shall ensure that passwords, competition round images, and competition software are strictly controlled. When the round is complete, Coaches shall delete the competition images according to the guidance in competition emails. Coaches should maintain the team's saved scoring data until the result of an appeal or inquiry is published and then delete the data.

c. **Accurate Host Computer Time.** Host computer clocks must be set to the correct local time zone, time, and date. Teams should check these factors before competing and *NOT* change the host computer time or date once a round has begun. Teams can use <http://www.time.gov> to check their local clock.

d. **CyberPatriot Competition System (CCS).** CCS is an Internet-dependent competition system used for the online competition Rounds. CCS uses a client-based scoring system based on scored security vulnerabilities that are fixed, remediated, or identified in an image. It is possible to reduce a score if a fix to one vulnerability undoes a previous fix, or if a team is assessed a penalty for an action that makes a system less secure or conflicts with the scenario for that Round. Points lost to penalties can be recovered by way of corrective action. **Not all vulnerabilities in an image are scored.**

2. **Cisco Networking Challenge.** The Cisco Networking Challenge is a timed event administered by Cisco Systems in which teams answer questions regarding networking and complete virtual networking challenges with the Cisco Packet Tracer software. Middle School Division teams participate in Cisco Networking Challenges for score during the Semifinals.

a. **Cisco Networking Academy Website.** All Open and All Service Division Coaches and Mentors can gain access to this site at the beginning of the competition season. All networking challenges during the online rounds take place on this site.

Notice: Competitors under 13 years of age are not permitted to access the Cisco Networking Academy online and will receive their study materials from their Coach or Mentors.

b. **Scoring.** The networking quizzes and virtual networking Packet Tracer exercises are automatically scored by the Networking Academy website. They are then weighed with the Network Security Challenge per the Competition Challenges document.

3. **Other Challenges.** The National Commissioner may direct other challenges during the competition season. Challenges may or may not be announced in advance of a competition round.

3006. TECHNICAL SUPPORT. Technical support for online competition rounds is provided by the CPOC staff during each competition window (see Paragraph 3002) during all competition rounds (all times Eastern).

The primary means of technical support are:

1. CPOC Tech Support Chat Session
2. Telephone: 1-877-885-5716

Email (cpoc@uscyberpatriot.org or info@uscyberpatriot.org) is used by the CPOC for broadcasting critical competition information and is not a means for teams to submit technical support requests during a round.

3007. ALL SERVICE DIVISION CATEGORIES. All Service Division teams are placed into a category based on the organization fielding the team. These Categories factor into awards and advancement. Middle School Division does not have Categories. Categories are listed below.

- | | | |
|---------------|-----------------------|-------------------------------|
| 1. Army JROTC | 3. Marine Corps JROTC | 5. U.S. Naval Sea Cadet Corps |
| 2. Navy JROTC | 4. Air Force JROTC | 6. Civil Air Patrol |

3008. SCORING. The following rules govern scoring for all online rounds of competition at all tier levels (See paragraph 3009.) and in all divisions.

1. **Network Security Challenge.** Network Security Challenge scores are based on the number of security vulnerabilities fixed or remediated and questions about actions taken on images. It is possible to reduce a score if an action undoes the protection of a previous fix.

2. **Cisco Networking Challenge.** Cisco Networking Challenge scores are based on team performance in quizzes and/or virtual networking activities.

3. **Other Factors.** Percentages, difficulty, number of vulnerabilities fixed, or other weighting factors will *NOT* be used to calculate scores in the Qualification Rounds and will not be considered in the advancement of teams to any competition round.

4. **Weighting.** The Network Security Challenge will be the most heavily weighted event even in rounds that include a Cisco Networking Challenge.

5. **Administrative Penalties.** Penalties may be applied to teams' scores for rules and conduct violations (See Chapter 4).

6. **Tiebreakers.** The tiebreaker system is different for different rounds of competition (see Paragraph 3009).

3009. COMPETITION STRUCTURE AND ADVANCEMENT. Figure 3-6 depicts the structure and advancement for the CyberPatriot competition. The following subparagraphs detail the differences in advancement between the Open, All Service, and Middle School Divisions. Note that geographical areas recognized in the competition for awards and advancement are U.S. states, Canada, and the At-Large teams. The At-Large teams are considered one group and it consists of teams from the U.S. territories and teams located in other nations, including Department of Defense Education Activity schools.

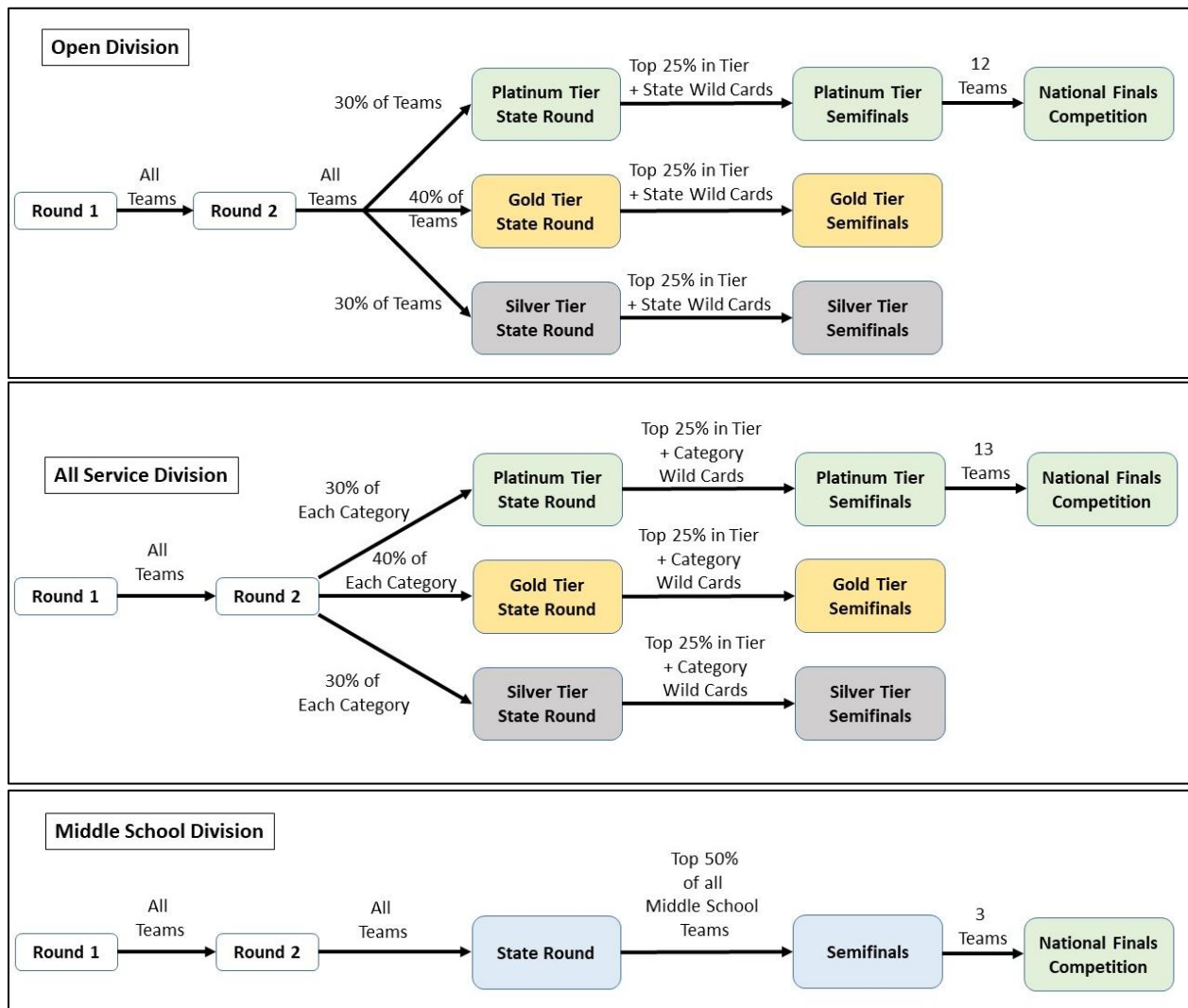


Figure 3-6. Open Division, All Service Division, and Middle School Division Competition Structures

Rounds 1 and 2 are qualification rounds for all divisions. The State Round and Semifinals are elimination rounds. All teams may participate in both Qualification Rounds and the State Round regardless of performance or participation in any of the three rounds. For example, teams that do not participate in Round 1 are still eligible to participate in Round 2 and the State Round. Teams with low scores in Rounds 1 and 2 may compete in the State Round.

Competition challenges become more difficult with each round. The round-by-round list of competition challenges (including images, Cisco Networking Challenges, and possible competition points per challenge) is published under the Competition tab on the CyberPatriot website.

1. High School Divisions (Open and All Service)

State Round

Results of the Open and All Service Division Qualification Rounds are used to sort teams into one of three skill-level tiers. Division-wide standings are the basis for tier assignment in the Open Division. All Service Division tier assignment uses standings in each category. Teams are assigned to one of the following three tiers based on the sum of their Round 1 and Round 2 scores.

<u>Tier</u>	<u>Open Division</u>	<u>All Service Division</u>
Platinum	Highest 30% in Division	Highest 30% in each Category
Gold	Middle 40% in Division	Middle 40% in each Category
Silver	Remaining 30% in Division	Remaining 30% in each Category

The three tiers are used for both the Open and All Service Divisions' State Round and Semifinals. The Platinum Tier is more challenging than the Gold Tier, which is more challenging than the Silver Tier. The Platinum Tier is the only tier with an advancement path that leads to the National Finals Competition. Tier placement is permanent for the season. Teams may not be promoted or demoted between tiers and may not self-select tiers. For awards purposes, Platinum Tier teams are always ranked higher than Gold Tier teams, which are always ranked higher than Silver Tier teams.

If teams have a tie score that impacts advancement to a specific tier, all tied teams will be placed in the higher of the two tiers in question.

The State Round and Semifinals are elimination rounds. They determine which teams advance and receive awards. To be considered for an award or advancement, teams must have a score higher than zero points.

Open and All Service Division teams compete in their assigned tiers in the State Round and Semifinals. No previous scores count for the teams except as tiebreakers in either round. The teams' official scores are used to determine awards and advancement.

Advancing from State Round to Semifinals

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Open Division teams advance to the Semifinals from the State Round by scores and State Wild Cards. Teams with State Round scores in the highest 25% of their tier advance to the Semifinals. The highest scoring team from each state, Canada, or At-Large teams represented in a tier advance to the Semifinals. If a represented state, Canada, or At-Large teams' highest-scoring team does not advance as part of the highest 25% of their tier, then that team will advance to the Semifinals as a State Wildcard.

All Service Division teams advance to the Semifinals from the State Round by scores and Category Wild Cards. Teams with State Round scores in the highest 25% of their tier advance to the Semifinals. The six highest scoring teams from each category in a tier advance to the Semifinals. If one of a category's six highest scoring teams does not advance as part of the highest 25% of their tier, then that team will advance to the Semifinals as a Category Wild Card.

Teams advancing to the Semifinals on an approved appeal will compete as Wild Card teams and will not displace teams that previously qualified for the Semifinals.

Advancing from Semifinals to National Finals Competition

The Semifinals determines the top teams in each tier and category and which Platinum Tier teams advance to the National Finals Competition.

The 12 highest scoring Open Division teams from the Platinum Tier advance to the National Finals Competition based on their Semifinals scores.

Only Thirteen All Service Division teams from the Platinum Tier advance to the National Finals Competition. The two highest scoring teams from each category advance to the National Finals Competition. The team with the highest national score that was not advanced with any category is the All Service Division Wild Card and advances to the National Finals Competition.

2. Middle School Division

Middle School Division teams do not have tiers in the CyberPatriot competition. All Middle School Division teams have the same level of difficulty throughout the competition.

The Rounds 1 and 2 scores of Middle School Division teams will be added to the State Round scores to determine advancement to the Semifinals. Teams with cumulative scores in the highest 50% of teams will advance to the Semifinals.

Teams advancing to the Semifinals on an approved appeal will compete as Wild Card teams and will not displace teams that previously qualified for the Semifinals.

The three Middle School Division teams with the highest scores in the Semifinals advance to the National Finals Competition.

3. Tie Scores (All Divisions)

If teams have a tie score that affects their advancement to the Semifinals, all tied teams will advance. If teams have a tie score that affects the outcome of a State Award, the following tiebreakers (in order) will be used to resolve the tie.

- Highest score in the State Round Network Security Challenge
- Highest total score in the Qualification Rounds
- Highest total score in Round 2
- Fastest time to the team's final State Round Network Security Challenge score. The CyberPatriot Competition System scoring server time is the official time.

Semifinals tiebreakers are the same for all divisions. If teams have a tie score that affects their advancement to the National Finals Competition (Platinum Tier Semifinals and Middle School Division only) or the outcome of a Semifinals Award, the following tiebreakers will be used to resolve the tie in order.

- Highest score in the Semifinals Network Security Challenge
- Highest total score in the State Round
- Highest total score in the Qualification Rounds
- Highest total Round 2 score
- Fastest time to the team's final Semifinals Network Security Challenge score. The CyberPatriot Competition System scoring server time is the official time.

3010. AWARDS AND RECOGNITION

A list of award winners is published with the scores on the CyberPatriot website.

1. STATE ROUND AWARDS

State Awards for the Open and All Service Division are different from Middle School Division awards. A high school team must participate in a State Round to receive an AFA State Award. Because the level of difficulty is different for each tier and scores are not adjusted for difficulty, Platinum Tier teams are always ranked higher than Gold Tier teams, which are always ranked higher than Silver Tier teams. See Appendix VII for an example of State Awards.

In the Open and Middle School Divisions, the top three teams overall in each state, Canada, and the At-Large teams will be sent a hard-copy AFA State Award based on their State Round score. The top three All Service Division teams overall in each state, regardless of category, will be sent a hard-copy AFA State Award based on their State Round score.

The top three teams in each state, Canada, and At-Large teams within the following divisions/tiers will be emailed digital State Round Tier Certificates: Open Division Gold Tier, Open Division Silver Tier, All Service Division Gold Tier, and All Service Division Silver Tier.

2. SEMIFINALS AWARDS

Certificates will be used to recognize teams on their performance in the Semifinals. The Platinum Tier semifinalist teams in the Open Division and All Service Division that advance to

the National Finals Competition will be recognized as National Finalist teams and will not receive Semifinals certificates in the mail. They will receive hard-copy certificates at the in-person event.

Digital Semifinalist Certificates are awarded only to the 12 top scoring Open Division teams in the Gold and Silver Tiers. The top two teams in each All Service Division Category within the Gold and Silver tiers will receive digital Category Tier Certificates based on their Semifinals scores. Middle School teams that participated in the Semifinals, but did not advance to the National Finals Competition will receive recognition with a digital certificate.

The top 12 middle school teams, based on Semifinals scores, will each receive a hardcopy Semifinalist certificate. The middle school teams advancing to the National Finals Competition will receive hard-copy certificates at the in-person event.

3011. ALTERNATE COMPETITION TIMES

1. **Emergency Competition Date**. See paragraph 4013. Schedule conflicts will not be considered.
2. **Competition-Wide Round Postponement**. In the event of a national or regional-level emergency or a competition-wide issue the National Commissioner may postpone a competition round. The postponed competition round will take place on the weekend following the originally scheduled competition dates (Friday, Saturday, and Sunday) unless otherwise designated by the National Commissioner. Teams should plan for the backup date in case of a postponement.

3012. RESULTS PUBLICATION. The results or links to the results of competition rounds will be published in the following media. The goal is to publish the results within eight working days after the end of a competition round.

- | | |
|---|-------------------------------|
| 1. The CyberPatriot website: www.uscyberpatriot.org | 3. CyberPatriot Facebook page |
| 2. Competition Round Results Email | 4. <i>The CyberSentinel</i> |

Coaches will normally receive the courtesy copy of the Results Email within an hour before the results are published on the CyberPatriot website. To give Coaches the opportunity to notify their teams of their results, the CyberPatriot Program Office requests that participants do not post the results on social media sites before they are posted on the CyberPatriot website.

3013. NATIONAL FINALS COMPETITION. The National Finals Competition is an in-person competition round held in Baltimore, Maryland. Differences between the online competition rounds and the National Finals Competition include more challenges and Red Team (attacker) activity. A separate document will be published after the Semifinals that will cover rules specific to the National Finals Competition. Until this season's document is released, teams should assume that all rules governing behavior in the online rounds hold unless they conflict with rules in this document.



CHAPTER 4: ONLINE COMPETITION ROUND RULES

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4001. GENERAL. CyberPatriot operates under the premise that all Coaches, Mentors, Team Assistants, and Competitors conduct themselves with the highest ethical standard. The following rules have been instituted to prevent the perception of misconduct that would jeopardize the integrity of the competition and ensure a fair and equitable competition between all teams. Coaches are encouraged to work with the CyberPatriot Program Office to resolve questions regarding these rules before the competition. The following rules apply throughout the CyberPatriot competition season, to include competitions and events outside of competition rounds that involve CyberPatriot images or tasks. Violation of any of the rules in Paragraphs 4002-4009 may lead to penalties (see Paragraph 4012).

4002. TIME RESTRICTIONS

1. **Competition Window.** Teams shall not compete outside of the specified Friday to Sunday competition windows designated for each round (see paragraph 3002).
2. **Competition Period.** The competition period begins when a team successfully opens their first image within a round's competition window and lasts for six consecutive hours, regardless of the image or team running time indicated on the image Scoring Report page. The following rules govern the competition period.
 - a. A team shall have only one competition period to complete *ALL* tasks for an online competition round.
 - b. The six consecutive-hour period begins when a team's first image is opened in a VMware product. It does not begin when the Unique Identifier is entered.
 - c. Teams may only begin their Cisco Networking Challenge after the first image is opened and must end it before the end of the team's six consecutive-hour competition period.
 - d. Teams are not allowed to open an image for any reason before they are ready to compete. No "sneak peeks" or tests of the software are allowed outside of downloading images, verifying their checksums, and using the provided connection test software.
 - e. The times on the Scoring Report page are for reference purposes only. It is the responsibility of the team to ensure that *ALL* work, including the Cisco Networking Challenge, is completed at the end of the six consecutive-hour period that begins when the *FIRST* image is opened.
 - f. Technical issues affecting a team's performance will not result in extra time unless the issue is competition-wide.
 - g. The Coach is responsible for obtaining the team's Unique Identifier and Cisco Networking Challenge login credentials from the Coach's Dashboard at www.uscyberpatriot.org. If the Coach's Dashboard is not available, Coaches must contact the CyberPatriot Operations Center to receive their Unique Identifier and login credentials. They will not be emailed as part of the competition emails. It is recommended that Coaches secure this information as part of preparing for the round.

h. **Unique Identifier Required.** Entering a Unique Identifier in the Set Unique Identifier utility shall be the team's first action when opening an image after clicking the CyberPatriot Competitor's Agreement. The Unique Identifier used must be the one provided to a team on the Coach's Dashboard and shall be validated with the scoring server. The Unique Identifier is a 12-digit alphanumeric hash and is not the Team Number (i.e., not 11-XXXX). Unique Identifiers will not be part of competition emails to teams but will be found on the Coach's Dashboard at www.uscyberpatriot.org.

i. The Coach is responsible for checking his or her team's tier at the beginning of each round to ensure that their team is using the correct images and completing the appropriate competition tasks.

4003. REGISTERED COMPETITORS. Only the Competitors *REGISTERED* with a team shall compete with that team.

1. Only Teams that have been verified by their verification official and approved by the CyberPatriot Program Office are eligible to compete. Coaches who have not been verified and approved will not receive competition related emails.

2. No fewer than two and no more than five Competitors may compete at a time.

3. A team's other registered Competitor may be substituted for any of the two to five competing Competitors at the Coach's discretion. Once a substitution is made, the Competitor that has been removed from the competition may not return in that round. See Paragraph 4004 for rules concerning team members who are not competing.

4. Teams that do not have all of their Competitors registered by the deadline will not receive competition-related emails for subsequent competition rounds.

4004. NO OUTSIDE ASSISTANCE. Competitors are responsible for their team's performance during the competition and may not receive or request assistance outside of their team's Competitors. Once a competition period begins, Coaches, Mentors, Team Assistants, Competitors on other teams, and other non-team members shall not coach, assist, collaborate, or advise Competitors until the completion of the competition period.

Competitors on a team who are not competing (e.g., sixth member of a team, substitute, alternate) may observe the competition. They shall not advise or assist the team or be advised on the competition by Coaches, Mentors, or non-team members until the competition period has ended.

Outside assistance includes direct and indirect advice, suggestions, hands-on assistance, and electronic communication such as email, blogs, forums, Yahoo Answers, questions and answers websites, and other social media. That is, questions may not be posted to any website. However, pre-existing answers to questions may be queried to address issues encountered during the competition. Coaches, Mentors, and Team Assistants may only assist teams with:

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1. Administrative issues before the image is opened.
2. Entering the Unique Identifier and Cisco Networking Challenge login credentials.
3. Timekeeping.
4. Local area network outages and other connectivity issues that occur outside the competition image.
5. Issues with the host system unrelated to the competition image itself.
6. Dangerous or threatening situations that require adult intervention.
7. Maintaining the team's saved scoring data at the end of the competition period.

4005. SHARING AND ACCESSING OF COMPETITION IMAGES, SOFTWARE, DOCUMENTATION, AND INFORMATION. Coaches are entrusted with competition round images, documents, and software and should treat them as examination material. Competitors shall share images and other information only within their team space to avoid giving a competitive advantage to other teams. Furthermore, participants shall:

1. Structure a competition space or procedures in the competition area so that other teams' Competitors may not gain useful information or a competitive advantage. In competition areas where competition spaces are in separate rooms, a team's Competitors may not enter another team's room, except for competitor safety or protection.
2. Have only a single connection to each image. A console login, RDP, SSH, etc. all count as a connection to the image. The connection to the image must be limited to the competitors in the same physical location as the running image.
3. Strictly limit distribution of CyberPatriot competition and practice images and software to their teams. Coaches shall ensure that the images and Cisco Networking Challenge materials (e.g., Packet Tracer submissions, copies of quizzes) are deleted after each round per the competition email. All images distributed by the CyberPatriot Program Office are the property of the Air Force Association, not CyberPatriot participants.
4. Not share information about the competition images or challenges with anyone outside of their team.
5. This includes not sharing information with participants of other teams from the same school or organization.
6. Not transfer or cause to be transferred copies of images to persons who are not currently registered CyberPatriot participants. Transfer of the images to non-CyberPatriot participants is a violation of the End User License Agreement.
7. Work only on the images assigned to their team.
8. Ensure that images and passwords are not transferred outside of their team.
9. Not assist or provide an unfair advantage to teams that have not yet competed or are competing in a given round.

10. Not post, teach, email, store, or share answered or unanswered quizzes, questions, challenges, exercises, vulnerabilities, information from within images or competition websites (e.g., www.netacad.com), from the competition. This includes scenarios, web pages, readme.txt files, and other documents associated with images and challenges.

11. Examples. Examples of image or information sharing violations are:

- a. Passing vulnerabilities, information, or answers from a team that has competed or is competing to a team that has not yet competed in a given round.
- b. Posting or re-posting information on or from images, competition software, or answers on social media, blog, or other website or through text or email even after a round of competition.
- c. Using an image or software from the present or a prior competition round for training.
- d. Requesting answers or other competition assistance on a blog or social media.
- e. Teaching or briefing an image or task's vulnerabilities or answers to anyone who has not competed.
- f. Teaching or briefing an image or task's vulnerabilities to other teams that have competed even if they have the same Coach or Mentor.
- g. A team from one tier or division viewing or training on another's images or tasks.
- h. Assisting another team with their image or task.
- i. Posting a competition document or quiz with or without answers.
- j. Sharing screen captures of images or image contents.
- k. Discussing or sharing answers with other teams at the same school or organization.

12. **Control of the Competition Area**

a. The Coach or approved Coach Alternate of a team must be present (i.e., onsite) to administer all competition rounds. The competition area is the location where one or more teams compete (e.g., school multipurpose room, computer lab). A competition space is a location where one team competes within a competition area. During their competition periods, team members of different teams competing in the same competition area shall not communicate with members of the other teams. Independent observers monitoring the competition must not communicate with or interrupt the competitors, or otherwise threaten the integrity of the competition or safety of the Competitors.

b. Multiple Teams. In cases where a competition area contains more than one team, Coaches and Mentors shall take appropriate action to ensure that no purposeful or inadvertent communication or collaboration occurs between teams. Examples of appropriate action include keeping teams as far away from each other as possible or in separate rooms, keeping the volume of discussions to a minimum, and ensuring that any written notes are only visible to individual teams.

13. **Approved Virtual Teams**. Approved virtual teams shall follow the same rules relating to sharing and accessing of competition images, software, and information as physical

teams, to include the single connection to an image. Virtual team competition areas and spaces must meet the requirements of supervision and the requirements of physical competition areas and spaces.

4006. ONE INSTANCE PER COMPETITION IMAGE AND SOFTWARE. A team may open only one instance of each image or competition software at a time during a competition round. An instance is defined as each time a competition image or competition software is opened in a virtual machine player, Internet browser, or another software program.

1. **Instances of Different Images.** If a competition round involves more than one image or other competition software, then only one instance of each distinct image or software may be opened at a time. Teams may have one instance of every distinct image open simultaneously.

Example. If a round has a Windows 10 and a Windows Server 2016 image, one instance of both the Windows 10 and Windows Server 2016 image may be open at the same time. The team may not have more than one instance of either image up at the same time.

2. **Shadowing.** Shadowing, following, parallel operations, training, or any other use of a second or more instance of an image or scoring client, online or offline, is NOT permitted.

3. **Additional Compressed (NOT UNZIPPED) Image Downloads.** Teams may place an additional *ZIPPED* download of each image in a given round of competition on other host computers. If the host computer fails or the original download is corrupted or deleted, the team may use this compressed image. Coaches shall ensure that the zipped images are deleted after the round of competition.

4. **Re-Opening Images.** A second instance of an image may be opened if only the original image is corrupted or malfunctions. In this case, the original instance must be closed and deleted before the team opens another instance. If the original instance is not closed, the scoring engine will show multiple concurrent instances of the image, which is grounds for an inquiry and a penalty. The competition period time will continue regardless of the time required for opening a new image.

5. **Image Snapshots Prohibited.** Using image snapshots or similar capabilities is strictly prohibited. Snapshots include the use of host system file copy mechanisms to create a backup copy of an image. Snapshots or backups cannot be used to roll back to a previously known good state. If the competition image becomes corrupted or unusable, the team must start from the beginning with a clean image extraction from the zipped file.

4007. INTERNET CONNECTIVITY TO COMPETITION SERVERS AND WEBSITES REQUIRED. Teams are responsible for their own Internet connectivity to for the entire time in which they compete. An image or competition challenge may not be worked offline with never connecting to the competition server. An image or competition challenge without a valid Unique Identifier or login credentials will have a score without a matching history, which is possible grounds for disqualification for the team using it.

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1. **Mandatory Website Access.** Internet access to www.uscyberpatriot.org and its webpages is mandatory for the competition. Access to www.netacad.com and its webpages is mandatory for teams with a scheduled Cisco Networking Challenge. A list of websites required for the challenges is located at <http://uscyberpatriot.org/competition/technical-specifications>.
2. **Coach's Dashboard.** Coaches should safeguard an up-to-date screen capture or printed copy of their team information on the Coach's Dashboard to mitigate a network or website outage.
3. **Competing During a Network Outage.** If a team experiences a network outage, the Competitors should continue competing on their images while waiting for network restoral. The scoring engine will track the team's progress and report it when the network is restored.
4. **Air Cards.** Internet connectivity is the sole responsibility of the team even if using a provided AT&T air card.
5. **Network Backup Plan.** Teams should have a backup plan so that they can still compete in the event of a network failure. Backup plan examples include the pre-arranged use of a library or a private residence with sufficient adult supervision and deemed safe by the Coach within the policies of the school or organization.

4008. OFFENSIVE ACTIVITY AND TAMPERING PROHIBITED. Participants shall not conduct offensive activity or tampering against other teams, Competitors, the competition systems and servers, documents, tasks, or non-participants to gain a competitive advantage for them or others. Additionally, participants may not actively seek or exploit vulnerabilities in images, competition systems, competition software, or tasks at any time. Offensive activity includes:

1. Hacking.
2. Interference with another team's ability to compete.
3. Social engineering or posting of false information to platforms including the CyberPatriot Facebook page, Twitter, text, chat, email, etc.
4. Tampering with, copying, or modifying components of competition images, the competition scoring system, or other competition software or hardware. Copying an image in its entirety to be used as a backup is not permitted.
5. Changing or tampering with host systems, clients, or host timekeeping devices.
6. Tampering with or modifying documents belonging to other participants or the CyberPatriot Program Office.
7. Any other activity aimed at manipulating or deceiving other Competitors, the CyberPatriot Program Office, or competition staff.
8. Posting or otherwise communicating vulnerabilities in an image or task except to the CyberPatriot Program Office.
9. Penetration testing competition images or competition systems or tasks.
10. Attempted or successful unauthorized entry into competition systems.

Warning: Unauthorized copying of competition scoring software components from the virtual machine may damage the systems to which they are copied.

4009. **RESOURCES**

1. **Internet Resources.** During competition rounds, Internet resources (e.g., FAQs, how-to guides, existing discussion forums, company websites, documentation, software, shell scripts, batch files, registry exports) are valid for competition use under the following conditions.

- a. The resource is **free**, and access has not been granted based on a previous fee, membership, employment, purchase, credit card, or other monetary instrument.
- b. No token, smart card, common access card, etc., is required to access it.
- c. The resource is publicly and reasonably available to all teams.
- d. The resource must **not** be specifically created for the CyberPatriot competition or any event using CyberPatriot software.
- e. The resource was **not** staged at an internet location by the team.

Resources located on www.uscyberpatriot.org may be used during competition. Use of any resources created by other teams or by Coaches, Mentors, or Team Assistants is a violation of this rule.

2. **Printed Material.** Printed or handwritten reference materials (books, magazines, checklists, etc.) are permitted in competition spaces. Competitors shall choose and collect their team's printed material for the competition round *WITHOUT* the assistance of Coaches, Mentors, other teams' Competitors, or non-Competitors. Competitors are not required to reprint existing material.

3. **Electronic Media and Communication Devices.** Coaches shall ensure that their teams compete without outside assistance through electronic media or communication devices. The following stipulations apply to this rule.

a. **Electronic Media.** Because inconsistent Internet connections among teams may cause a competitive disadvantage, electronic media as defined below may be used in the online competition rounds under the following conditions.

- (1) Permitted electronic media is defined as memory sticks, flash drives, removable drives, CD-ROMs, or other similar storage devices.
- (2) Media must be prepared by a team's competitors. Coaches, Mentors, other teams, and non-Competitors shall not prepare a team's electronic media.
- (3) **Authorized Patches, Updates, Documents, and Data.** Patches, updates, and other Internet resources and software tools authorized in the "Software Tools" paragraph in this chapter are permitted on electronic media.
- (4) **Offline Copy of Online Resources.** A team may use an offline copy (on electronic media) of an otherwise freely available Internet resource, subject to the same definitions and restrictions as 4009.1 and its sub-parts.

b. Communication Devices. Cell phones, smartphones, and other wireless or wired devices are allowed in the competition space, but shall *NOT* be used to communicate in the competition space except in the case of an emergency. Answering and making calls, texting, etc., shall be done outside of the competition space. The devices shall not be used to send, receive, or obtain competition information.

c. Staging Resources. Teams shall not stage or access unauthorized resources on the Internet, networks, systems, servers, storage devices, communications devices, etc. Emailing or otherwise transferring unauthorized tools, scripts, and data to the image host computer via another computer or device is prohibited. Secure FTP sites may not be used.

4. Software Tools. Competitors shall set up and use software tools without outside assistance. Internet resource conditions also apply to software tools.

a. The tool must be searchable on the public Internet with Google and Yahoo search engines. *ALL* Internet users have access to the tool(s).

b. Competitors have access to and are authorized to use their Microsoft Imagine accounts.

c. WinMD5, 7-Zip, and VMware Workstation Player are competition software and are authorized for the online rounds of competition. Teams using other software tools that do not meet competition technical specifications compete at their own risk. (See Chapter 3.)

d. Teams should not delete, disable, or tamper with anything in the CyberPatriot folder or the CyberPatriot Scoring Service on their images. Furthermore, they should ensure that any antivirus or antimalware software that is installed on competition images does not interfere with this folder or service.

e. Scripts. For purposes of the competition, scripts created by the Competitors of a CyberPatriot team are not considered software tools.

(1) Teams may use scripts at their own risk. Failure to gain points using a script will not receive consideration for score correction or appeal.

(2) Teams shall not use scripts or software created by members of other CyberPatriot teams, Coaches, Mentors, or Team Assistants.

(3) Teams from the same school or organization may not collaborate in the creation of scripts and may not share scripts with each other or other teams.

5. Posting or Publicizing Resources. Publicly posting, distributing, or otherwise publicizing scripts, software, or other resources that were created for the CyberPatriot competition or events involving CyberPatriot software is prohibited.

4010. OVERSIGHT

1. Oversight Visits to Competition Areas and Spaces. Coaches shall allow the CyberPatriot competition staff and AFA officials to visit their competition areas and spaces so they may

observe the conduct of the competition and fulfill their oversight role. An oversight visit does not relieve the Coach of their authority and responsibilities for the team.

2. **CyberPatriot Competition Staff Entry into a Competition System**. During the competition, the CyberPatriot Program Office staff may request to view teams' systems for oversight, competition administration, and troubleshooting purposes. CyberPatriot staff will not change teams' systems. Teams shall allow the competition staff immediate access to their system(s) when requested.

4011. INQUIRIES. In cases of apparent violations of the rules in Paragraphs 4002-4009 or scoring or other irregularities, the National Commissioner may appoint a CyberPatriot staff member to conduct an inquiry. The following items may be part of an inquiry.

1. **Competition Materials**. Competition images, documents, software, and exercises that are involved in an inquiry require special handling by Coaches.

a. **Security**. The Coach of a team that is the subject of an inquiry or who has team members that are subjects of an inquiry shall secure and take measures to prevent access to the competition materials affected. They shall not be opened, modified, or otherwise tampered with unless requested by the investigator. Forensic analysis of images may be done during the inquiry.

b. **Transfer or Upload**. When required, the Coach shall transfer or upload the competition images and other materials to a designated location.

2. **Interviews**. Interviews conducted in the course of the inquiry may be held in-person, by telephone, or by other means.

3. **Questionnaires**. The investigator may request that participants involved in an inquiry respond to a questionnaire concerning the inquiry.

4012. PENALTIES. A team or participant that does not cooperate in an inquiry may incur a penalty to include the disqualification, suspension, or ban of an individual or team as determined by the National Commissioner. Any and all of the penalties below may be applied for any violations of the rules in this document to include misconduct.

1. **Minor Penalties**. In the event of a minor rules violation, the National Commissioner may impose competition penalties on a team including:

- a. Score reduction.
- b. Time disadvantage in future competition rounds.
- c. Invalidity of a team's competition round score.

2. **Disqualification**. If the National Commissioner rules that a participant or team committed a major rules violation, they may be disqualified. Disqualified participants and teams are ineligible for awards and recognition to include sponsor scholarships and internships and are subject to:

- a. **Suspension**. The terms and time limit of a participant or team suspension from the competition are at the discretion of the National Commissioner.
- b. **Termination**. A participant or team is immediately terminated from the CyberPatriot Program for the entire season.
- c. **Ban**. A ban is the permanent disqualification of a participant or team from the CyberPatriot program. It is the most severe administrative penalty that can be imposed. Reinstatement is at the sole discretion of the National Commissioner.

3. **Other Penalties**. Other penalties invoked by the National Commissioner may affect a team's final score or advancement.

4. **Replacement Teams**. If a team that has advanced to the Semifinals or the National Finals Competition is suspended, unable to compete, or banned, a replacement team may be chosen at the discretion of the National Commissioner. In the event the National Commissioner decides to designate a replacement team, the following criteria will be considered:

a. **Open and Middle School Divisions**

(1) The team that would have next qualified but did not advance.

(2) If a State Wild Card team is to be replaced, then the team from that state that would have next qualified but did not advance will become the State Wild Card.

b. **All Service Division**

(1) The team that would have next qualified but did not advance.

(2) If a Category Wild Card team is to be replaced, then the team in that Category with the next highest qualifying score from the preceding round that was not advanced will become a Category Wild Card.

c. Teams that did not compete in the Platinum Tier Semifinals for their respective category shall not be considered for the National Finals Competition.

d. If a designated replacement team does not respond with the information required for the competition or logistics when requested, the National Commissioner may revoke the designation of the replacement team.

4013. EMERGENCY COMPETITION DATE. Only Coaches may request an Emergency Competition Date through the appeals process for a verified emergency. The Emergency Competition Date for a round will be determined by the CyberPatriot Program Office based on the availability of resources to support the date. Emergency Competition Dates are used only for:

- 1. Severe weather or other widespread emergencies that prevent teams from competing.
- 2. **Unplanned** hospitalization of a Coach that causes a team not to compete.

3. Other requests due to extreme circumstances affecting the ability of the team to compete will be considered on a case-by-case basis.

Schedule conflicts will **not** be considered for Emergency Competition Date appeals.

4014. SCORE CORRECTION REQUESTS. Score correction requests allow Coaches to contact the CyberPatriot Program Office if they believe their teams' online round scores are incorrect. The requests are submitted in an online form. The following rules apply to score correction requests.

1. **Deadlines.** The deadlines for Score Correction Requests are:

a. **After the Round.** Score correction requests concerning warnings on the public scoreboard and suspected scoring issues during the round must be submitted by **4:00 p.m. Eastern Time** the first day after the round ends. Request to correct scoreboard warnings and suspected scoring issues during the round will not be accepted after the deadline.

b. **Preliminary Scores.** Score correction requests concerning total scores and rule violation penalties (e.g., overtime, multiple instances), must be submitted at the time designated by the CyberPatriot Program Office in the Preliminary Score Email.

2. **Originator.** Score correction requests must be submitted by the team's Coach per the Download Instructions or StartEx email instructions for the round. Normally the requests will be submitted on an online form.

3. **Documentation.** Score Correction Requests will be submitted online without supporting documentation. The CyberPatriot Program Office will request documentation as needed. However, Coaches who document a scoring error may expedite the correction process and further their team's case. Valuable documentation includes the following.

a. **Scoring Files.** Scoring data stored on the Windows images (C:\CyberPatriot\ScoringData folder) and on the Ubuntu images (/opt/CyberPatriot/) are the best documentation to prove a scoring error. The data may be copied from the image and emailed to the CyberPatriot Program Office. To ensure that an image is not damaged, Coaches should copy the data and not remove or alter it.

b. **Full-Screen Capture of the Scoring Page.** If the screen capture of the scoring page is cut off or modified, it will likely not be considered. The screen capture should be easily readable and include:

- | | | |
|-------------------------|-------------------------|-----------------------------|
| - CyberPatriot Logo | - Report Generated Time | - Current Unique Identifier |
| - Known Issues Fixed | - Penalties Assessed | - Score |
| - Copyright Information | - Connection Status | |

c. **Competition Scoreboard Screenshot**. Complete screenshots are helpful, but not required.

4015. APPEALS PROCESS. The appeals process is a formal procedure that ensures competition fairness by considering unforeseen conditions that impact a team's ability to compete. The process is *NOT* a vehicle for a team to pursue advancement in the competition by other means. The following rules apply to appeals. The National Commissioner is the final decision authority on all appeals.

1. **Deadlines**. Unless otherwise published by the CyberPatriot Program Office, appeals must be received by the CyberPatriot Program office before 4:00 p.m. Eastern Time on the second day after the completion of the round. Coaches that cannot access the online form may email their appeals to cpoc@uscyberpatriot.org.

2. **Originator**. Only the team's Coach may originate a team's appeal.

3. **Emergency Competition Date Appeals**. Only the reasons in paragraph 4013 will be considered for an Emergency Competition Date appeal. Schedule conflicts will not be considered for Emergency Competition Date appeals.

4. **Grounds Not Considered for Appeals**

- a. Issues stemming from non-VMware virtualization software or VMware versions other than VMWare Workstation Player 14.1.2 or 12.5.9.
- b. Failure to receive competition email
- c. Ignorance of the original competition round dates
- d. Failure to secure a Coach Alternate
- e. Failure to access the competition space
- f. Scheduling conflicts
- g. Internet connectivity issues that are not due to uncontrollable circumstances
- h. Failure to properly work out connectivity issues with the IT department (e.g., firewall exceptions, using the Connection Test software)
- i. AT&T air card failure
- j. Issues caused by changing default VMware Workstation Player settings (e.g., memory, processors).
- k. Coach or team-caused use of incorrect Unique Identifiers or Cisco Login Credentials after Round 1.
- l. Issues related to the use of non-Windows host systems (For compatibility issues, teams should have access to at least one Windows host computer that meets hardware and software technical specifications.).
- m. Issues related to Windows host computers and software that do not meet technical specifications listed in the Rules Book or competition email (e.g., no 64-bit system, virtual technology disabled, etc.)

5. **Scored Vulnerability Fixes or Remediation**. Any appeal concerning an alternative scored-vulnerability fix or an alternative remediation method must be certified by the registered

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Coach. The certification will be in an online form. Failure to score points through the use of a script(s) will not be considered.

a. A statement certifying that the team members did not read, discuss, overhear, post, or otherwise receive, share, or publicize the vulnerability fix or remediation with any other team to include those in the same organization or school or those teams coached by the same Coach.

b. A statement certifying that the team actually tried the fix or remediation that is the subject of the appeal

c. A description of how the team found out about the scored vulnerability.

d. A full and detailed description of the commands and actions taken to fix or remediate the vulnerability.

6. **Format and Documentation.** Appeals are submitted in an online form. All appeals must be supported with appropriate documentation, such as letters from school principals and news reports outlining school or organization closures. Documents that are not in links in the online form must be emailed to cpoc@uscyberpatriot.org before the deadline for appeals. If the online form is not available, the team's Coach may submit the appeal in the email format found in Appendix VIII.

7. **Notification of Results.** The CyberPatriot Program Office will email the Coach the results of their appeals.



APPENDIX I: COACH AGREEMENT



Coaches are vital to the success of CyberPatriot. Without Coaches' voluntary partnership, CyberPatriot will never be able to expand to the tens of thousands of schools and students who are eager to participate – and whom our nation needs. The CyberPatriot Coach serves in two roles. The Coach (with additional assistance at her/his sole discretion) guides the team through preparation for the competition. As importantly, the Coach is a critical member of the CyberPatriot management team who ensures:

1. Access to minor Competitors in a way that protects them and respects parental prerogatives; and
2. The integrity of the competition during online and in-person competition.

As a CyberPatriot Coach, I agree to uphold the highest standards of integrity, sportsmanship, honesty, and good citizenship. I will encourage my team to compete fairly, honestly, and with a constructive attitude that celebrates our successes as well as those of other teams.

ACCESS TO COMPETITORS

1. Coordinate parental notification and permissions to allow their minor children to participate in the program in accordance with the current "CyberPatriot User Agreement and Privacy Policy" published by the Air Force Association.
2. Coordinate and provide permission for any student/cadet to register in the CyberPatriot Competitor Relationship Management (CRM) system.
3. Coordinate, arrange, and approve involvement with the team by any Mentor(s) or Team Assistants at the Coach's sole discretion, whether in-person or online and whether obtained from the CyberPatriot Mentor Databank or any other source.
4. Abide by the CyberPatriot Standards of Conduct attached to this document.
5. Act as the team's single point of contact for the CyberPatriot Program Office.

ACADEMIC PROGRAM

1. Deliver basic network security training to all assigned Competitors as may be reasonably accommodated at the Coach's sole discretion.
2. Encourage Competitors to devote some time to self-study/preparation for the competition.
3. Not provide any training of offensive techniques, hacking, or social engineering as part of any CyberPatriot training or curriculum.

NOTE: This guidance may seem too flexible, but it is intended to spark creativity. Encouraging

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Competitors to take a central role in team preparation (with adult guidance and involvement) enhances both team cohesion and performance.

COMPETITION MANAGEMENT

1. Select and designate primary and alternate Competitors for each competition period. The Competitors for any single competition period must be assigned from Competitors registered in the CyberPatriot Competitor Relationship Management (CRM) System.
2. Uphold the integrity of the competition by ensuring that no more than five Competitors at a time in any particular round of the competition and those Competitors do not receive assistance from any external source.
3. Ensure that all rules of the competition as described in the CyberPatriot Rules Book and competition emails are strictly followed.
4. Report any technical or security issues involving competition systems or tasks only to the CyberPatriot Program Office and not widely publicize them in order to protect the systems and tasks from exploitation.
5. Not aid or abet any Competitor attempts to socially engineer, hack, or undertake any offensive activity against competition systems, other teams, or any other party and report any instances of this behavior to the CyberPatriot Program Office.

COMPETITION LOGISTICS

1. Coordinate and support all elements of the preparatory training and online competition rounds, including arranging a competition location and obtaining necessary computer equipment for training/Qualification Rounds of the competition.
2. Provide feedback to the CyberPatriot management team and coordinate feedback from Competitors designed to improve the entire program.
3. Agree to coordinate logistics for the trip with the CyberPatriot Program Office (all expenses except entertainment and personal expenditures will be funded), should the team advance to the National Finals Competition.
4. Agree to accompany the team and be responsible for supervision and guardianship during the travel and onsite at the National Finals Competition.

I have read, understand, and agree to discharge the responsibilities described in the CyberPatriot Coaches' Agreement to the best of my abilities.

Signature:_____ **Date:**_____



APPENDIX II: STANDARDS OF CONDUCT



Working with young people can be among the most gratifying and impactful endeavors an adult can undertake, but there are also special responsibilities that must be discharged to prevent harm to the minor. As a CyberPatriot Coach, Mentor, or Team Assistant, I promise to strictly follow the rules and guidelines in this CyberPatriot Standards of Conduct as a condition of my providing services to the youth participating in CyberPatriot.

As a CyberPatriot Coach, Mentor, or Team Assistant, I will:

- Treat everyone with respect, patience, integrity, courtesy, dignity, and consideration;
- Emphasize ethical use of the internet and information technology skills and knowledge;
- Insofar as practical, avoid situations where I am alone with an individual minor;
- Use positive reinforcement rather than criticism when working with Competitors;
- Refrain from giving expensive gifts to minors without prior written approval from the parents or guardian of the individual;
- Report suspected abuse of any kind to law enforcement, school authorities and the local Child Protection Services agency as required by law; and
- Cooperate fully in any investigation of abuse of minors.

As a CyberPatriot Coach, Mentor, or Team Assistant, I will NOT:

- Smoke or use tobacco products in the presence of minors;
- Use, possess, or be under the influence of alcohol at any time while working with the team;
- Use, possess, or be under the influence of illegal drugs at any time;
- Pose any health risk to others (e.g., no contact with the team when in a contagious condition);
- Strike, spank, shake, or slap any youth participating in CyberPatriot;
- Humiliate, ridicule, threaten, or degrade any youth participating in CyberPatriot;
- Touch a youth in a sexual or other inappropriate manner;
- Use discipline that frightens or humiliates any youth participating in CyberPatriot; and
- Use profanity in the presence of any youth participating in CyberPatriot.

I understand that any action inconsistent with these Standards of Conduct, or failure to take action mandated by this Standards of Conduct, may result in my removal and prohibition from any future participation in CyberPatriot.

Signature:_____ **Date:**_____



APPENDIX III: HOME SCHOOL PARENTAL/GUARDIAN APPROVAL FOR CYBERPATRIOT COACH



I the parent/guardian of _____ hereby give my permission for my
(Child's Name)

child's CyberPatriot Coach _____ to have unsupervised
(Coach's Name)

access to my child during CyberPatriot activities. I understand that in the absence of a governing body for my home school, I am the verification official for the background of the CyberPatriot Coach and take full responsibility in allowing the Coach to interact with my child.

Parent/Guardian Name: _____ Signature: _____ Date: _____

Witness Name: _____ Signature: _____ Date: _____



APPENDIX IV: SAFETY

Safety and Competitor protection are the top priorities of the CyberPatriot Program. A Coach should always consider the health and well-being of his team in choosing a competition environment.

Safety and Competitor Protection Requirements. School, organization, and local directives govern the safety and protection requirements of minors and facility standards. Some safety considerations in choosing a competition space are listed below.

- Facility Security
- Adequate Lighting
- Emergency Services Available
- Crime Areas
- Electrical Safety
- Vehicle Safety
- Trip Hazards
- First Aid Kit
- Slip areas caused by ice, snow, water, petroleum products, etc.
- Unsupervised access to Competitors by other adults in public facilities

Coaches should mitigate any safety issues through remedial action or warnings to Competitors and Mentors.

Reporting. In the event of an accident or other incident involving Competitors in a CyberPatriot event; school, organization, and local reporting procedures shall be followed. After notification of proper local authorities, Coaches should notify the CyberPatriot Program Office following a significant incident at a CyberPatriot event. Incidents of interest to the CyberPatriot Program Office are:

- Competitor who is a missing person last seen at a CyberPatriot event
- Injured Competitor requiring hospitalization
- Criminal act against a Competitor, Coach, chaperone, Mentor, competition staff, or CyberPatriot supporter
- Severe weather or natural disaster that could negatively affect the Competitors or competition

Reports to the CyberPatriot Program Office can be emailed to info@uscyberpatriot.org or by phone at 1-877-885-5716.



APPENDIX V: COACH ALTERNATE REQUEST

Coaches ensure that minors participating in the competition are protected and that parental prerogatives are respected (See Chapter 1.) A Coach Alternate is expected to assume the Coach's responsibilities of protecting of minors and preserving the integrity of the competition by ensuring that all Competitors conduct themselves in a fair, ethical, and sportsmanlike manner. Coach Alternate requests may be submitted to cpoc@uscyberpatriot.org with the following information

1. Sent from the team's Coach of record using the Coach's email of record. If the Coach is unavailable, the Coach Alternate Request should come from the original Coach's verification official.
2. The Coach or verification official's name and the team number.
3. The following text:

"I/(the original Coach's name) will be unable to participate in the CyberPatriot Competition during **Round of Substitution.**

I request that CyberPatriot competition-related email be sent to my Coach Alternate, **Name of Coach Alternate**, for this round.

His or her email address is **Coach Alternate's Email Address.**

I certify that **Name of Coach Alternate** agrees to the Coaches' Agreement and Standards of Conduct in the CyberPatriot Rules Book at the Link.

Additionally, I certify that my Verification Official or I have verified that **he or she** is authorized to work unsupervised with minors in accordance with the youth protection and other policies of my school or organization."



APPENDIX VI: COMPETITOR CODE OF CONDUCT



1. I will consider the ethical and legal implications of my online actions every time I participate in CyberPatriot.
2. I will not conduct, nor will I condone, any actions that attack, hack, penetrate, or interfere with another team's or individual's computer system and tasks, nor will I use the cyber defense skills I learn in CyberPatriot to develop hacking or other offensive skills.
3. I will not illegally copy or distribute software or other intellectual property.
4. I will not visit inappropriate Web sites while preparing for or participating in CyberPatriot.
5. I will not participate in or condone cyberbullying which includes such behaviors as teasing, threatening, intimidating, humiliating, sexual harassment, racial harassment, and stalking.
6. I will follow the CyberPatriot rules of competition and will accept appropriate guidance from my Coach.
7. I will not tamper with, modify, monitor for vulnerabilities, penetration test, or attempt to manipulate any element of the CyberPatriot competition or scoring systems.
8. I will report any technical or security issues involving competition systems or tasks to my Coach for further reporting to the CyberPatriot Program Office and not publicize them to avoid exploitation of the systems or tasks.
9. I will not attempt to deceive, hoax, or "prank" other teams by forwarding or posting erroneous or deceptive information on the Internet, by email, or on social networking sites.
10. I understand that violation of this code of conduct is grounds for my immediate dismissal from my team and the disqualification of my team from the CyberPatriot competition.
11. I will strive to use my participation in CyberPatriot to further my understanding of cybersecurity.

Signature:_____ **Date:**_____



APPENDIX VII: OPEN DIVISION AND ALL SERVICE DIVISION STATE ROUND ADVANCEMENT AND AWARDS EXAMPLES



Open Division State Advancement and Awards (Pennsylvania Example)

Platinum Tier	Gold Tier	Silver Tier
1. Shaler Area High School*†	1. Baldwin Senior High*‡#	1. Sarah Heinz House§#
-	2. North Hills High School*#	2. Penn Hills High School#
-	3. Slippery Rock YMCA#	-
-	4. Millvale High School	-

In this example, Pennsylvania has seven Open Division teams. They are listed in terms of their score following the State Round.

- *Wins AFA State Awards for being in the top three in the state overall. Platinum teams are always ranked higher than Gold teams, which are always higher than Silver teams.
- †Advances to the Platinum Tier Semifinals as the top Platinum Tier team in its state.
- ‡Advances to the Gold Tier Semifinals as the top Gold Tier team in its state.
- #Receive Tier Certificates for being in the top 3 for Pennsylvania in that tier.
 - North Hills High School, Slippery Rock YMCA, and Millvale High School teams may advance to the Gold Tier Semifinals only if they score in the highest 25% of their tier.
- §Advances to the Silver Tier Semifinals as the top Silver Tier team in its state.
 - Penn Hills High School team may advance to the Silver Tier Semifinals only if they score in the highest 25% of their tier.

All Service Division State Advancement and Awards (Ohio Example)

Platinum Tier	Gold Tier	Silver Tier
1. Warren AFJROTC*	1. Vienna USNSCC Division*#	1. Newton Falls§#
-	2. Niles Marine Corps JROTC*#	2. Massillon CAP Squadron#
-	3. Youngstown Navy JROTC#	-
-	4. Steubenville CAP Squadron	-

In this example, Ohio has seven All Service Division teams. They are listed in terms of their score following the State Round.

- *Win AFA State Awards for being in the top three in the state overall. Platinum teams are always ranked higher than Gold teams, which are always higher than Silver teams.
- #Receive Tier Certificates for being the top 3 for Ohio in their respective tiers
- All teams listed may advance to the Semifinals for their respective tier **only** if they score in the highest 25% of their tier or are a Category Wild Card.



APPENDIX VIII: APPEAL FORMAT (IF ONLINE FORM IS NOT AVAILABLE)



In the event that the online form is not available, Coaches shall submit appeals via email. All Requests and Appeals should be sent to cpoc@uscyberpatriot.org. While the CyberPatriot Program Office will consider all requests and appeals, the process will be expedited if requests and appeals are submitted in the following format. For more information, see Paragraph 4015.

A. Standard Appeal (If online form is not available.)

From: Coach's email address

Sent: No later than deadline, Eastern Time

To: cpoc@uscyberpatriot.org

Subject: Appeal: Team Number

1. **Subject of Appeal.** (One Sentence)
 2. **Requested Action.** (One Sentence)
 3. **Originator.** (Team Coach's Name)
 4. **Facts Bearing on the Appeal** (One fact per subparagraph. Facts must answer the 5Ws.)
 5. **Additional Comments.** (Limit 100 words)
 6. **Supporting Attachments.** (Limit two. Official documents and scoring data provide the best documentation.)
-

B. Appeal Concerning Scored Fixes and Remediation of Vulnerabilities (If online form is not available.)

From: Coach's email address

Sent: No later than deadline, Eastern Time

To: cpoc@uscyberpatriot.org

Subject: Appeal: Team Number – Scored Fixes and Remediation

1. **Subject of Appeal.** (One Sentence)
2. **Requested Action.** (One Sentence)
3. **Originator.** (Team Coach's Name)
4. **Facts Bearing on the Appeal.**
 - a. **(Required Statement)** I certify that my team members did not read, discuss, overhear, post, or otherwise receive, share, or publicize the vulnerability fix or remediation with any other team -- to include those teams in the same organization or school and those teams coached by the same Coach.
 - b. **(Required Statement)** I certify that my team actually tried the fix or remediation of the vulnerability that is the subject of this appeal during its competition period.
 - c. **(Required)** Description of how the team found out about the vulnerability.
 - d. **(Required)** A full and detailed description with the commands and actions taken to fix or remediate the vulnerability.

5. Additional Comments

6. (Optional) Supporting Attachments. Examples:

- Screen capture of the fix or remediation in the image with the image time and date shown
- Links to material online or scans that document the approach in the professional literature

Appeal Example for Emergency Competition Date

From: Shur, Ima [mailto: Ima.Shur@metro.nyschools.us]

Sent: Tuesday, December 10, 2018 9:48 AM

To: cpoc@uscyberpatriot.org

Subject: Appeal: Team Number 11-7766

1. **Subject of Appeal.** Power Outage Prevented Metro High's Participation in Round 2.
2. **Requested Action.** Compete on the CyberPatriot XI Round 2 Emergency Competition Date
3. **Originator.** Ima Shur
4. **Facts Bearing on the Appeal**
 - a. At approximately 3:00 p.m. EST, Friday, December 7, 2018, the Metro High School team logged into the Windows 2010 image for Round 2.
 - b. At approximately 3:30 p.m. EST, Friday, December 7, 2018, a snowstorm caused a power outage that shutdown our school's computer network, until Monday, December 10, 2018.
 - c. The Metro High School Principal, Dr. Baker, ordered the school closed at approximately 4:00 p.m. and sent home all people remaining in the school. (See Attachment 1.)
 - d. Due to the time of day, my team was unable to move to a nearby location to continue the competition.
 - e. Travel on Metro area roads was becoming dangerous, so I sent the team members home (see Attachment 2, News Story, 5th paragraph).
 - f. I contacted the CyberPatriot helpdesk at approximately 4:00 p.m., Friday, December 7, 2018, and told the Help Desk Operator, Cadet Merri, that my team could not participate in Round 2.
5. **Additional Comments (Limit 100 words).** Any consideration you can give our team would be appreciated. We scored 5th overall in Round 1 and I am sure that we would have done as well or better in Round 2. If there is anything I can do to allow the Metro High School team to compete on the Round 2 Emergency Competition Date, please let me know.
6. **Supporting Attachments (Limit 2)**
 - a. Letter from Principal Baker
 - b. News Article



APPENDIX IX: SPONSORS AND SPONSORSHIP



The Air Force Association and the CyberPatriot program take great care in the branding of CyberPatriot. Our sponsors must have common values with the Air Force Association and make a significant contribution to the CyberPatriot program before they can be associated with the program.

National Sponsors. Our national sponsors provide the resources to sustain the CyberPatriot program across the United States and the globe. According to their sponsorship level, CyberPatriot's national sponsors earn recognition in CyberPatriot events, as well as name association with CyberPatriot. CyberPatriot literature and other media contain the sponsors' logos. National sponsors conduct their sponsorship through the CyberPatriot Program Office.

Local Team Sponsors. Local sponsors may sponsor specific local teams, but may not use the CyberPatriot logo in their advertising. If a team advances to the National Finals Competition or is involved in another event other than a team competition, the team shall not use the local sponsor's name, logo, or other identifying characteristics.

If you know of anyone interested in becoming a CyberPatriot national sponsor or if you want to know more about sponsorship, please visit our website at www.uscyberpatriot.org or contact the CyberPatriot Program Office by email at info@uscyberpatriot.org or call 877-885-5716.



APPENDIX X: CYBERPATRIOT MEDIA GUIDELINES



CyberPatriot is a great opportunity for your high school, middle school or organization, such as JROTC, USNSCC, and CAP, to draw local and state media coverage. Television stations, newspapers, and radio stations are generally interested in good stories of youth doing good things, and CyberPatriot is a terrific example of that.

We encourage you to work through your school administration or unit public affairs representative when handling any media inquiries.

We also ask that you adhere to the following guidelines:

- CyberPatriot should be written as one word, with a capital “C” and a capital “P”
- At its first mention, the complete title of the program should be used: “CyberPatriot—The National Youth Cyber Education Program”

In every release or interview please ensure the following is communicated:

- CyberPatriot was established by the Air Force Association.
- The Northrop Grumman Foundation is the Presenting Sponsor for CyberPatriot.

In every release concerning the National Youth Cyber Defense Competition please ensure that the following is communicated:

- The competition is a cyber defense competition.

Any use of the CyberPatriot logo or other collateral must be approved by the CyberPatriot Program Office.

National media inquiries may be directed to Kianna Gousby of the Air Force Association kgousby@afa.org, 703-247-5847.