

### **NIF Internships**

### **Frequently Asked Questions**

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### 1. WHERE DO I APPLY FOR AN INTERNSHIP?

You can apply at: https://www.intern.nasa.gov

### 2. WHERE CAN I LEARN MORE ABOUT FELLOWSHIPS AND SCHOLARSHIPS?

For more information on fellowships and scholarships visit: https://science.nasa.gov/researchers/sara/fellowship-programs

### 3. HOW MUCH WILL I BE PAID?

Fall/Spring Internship – 16 Weeks

Undergraduates: \$11,680 Graduates: \$14,400

Summer Internship – 10 Weeks

Undergraduates: \$7,300 Graduates: \$9,000

### 4. WHAT ARE THE APPLICANT CRITERIA?

GPA – 3.0 at the time of application

 Applicants must be U.S. citizens. Will be required to show proof of US citizenship if selected for an internship.

Accepted to or enrolled full-time in an accredited U.S. college or university.

- 16 years of age or older by the date that the internship begins.
- Letter of recommendation to be submitted on your application to intern.nasa.gov.

### 5. I AM ABOUT TO GRADUATE COLLEGE; CAN I STILL APPLY?

Yes, you can be considered for an internship for one session within six months of graduation. However, you will be considered as an undergraduate intern.

### 6. HOW MANY NASA INTERNSHIPS MAY I PARTICIPATE IN?

An intern may apply and obtain up to three consecutive full-time internships or six part-time internships as long as she/he meets the eligibility requirements. However, the internship selection process is very competitive and interns are never guaranteed an internship based on a prior NASA internship. After taking a session off after up to three consecutives full-time or six consecutive part-time internship sessions, an intern is eligible for consideration for other internship opportunities.

### 7. WILL THIS INTERNSHIP LEAD TO AN OPPORTUNITY IN THE PATHWAYS PROGRAM?

NASA Internships are opportunities available for one single session and are short-term opportunities designed to advance projects to the next level and provide valuable work experience to the student. Pathways is separate from NIFS. Pathways information is available at <a href="https://nasajobs.nasa.gov/studentopps/default.htm">https://nasajobs.nasa.gov/studentopps/default.htm</a>

### 8. IS HOUSING PROVIDED FOR INTERNS?

Interns must provide for their own housing and relocation expenses. Upon acceptance, interns may be forwarded a Housing Guide that may be helpful in identifying housing options in the area.

### 9. WHAT KIND OF MAJORS DOES NASA LOOK FOR?

Primarily we look for STEM Majors (Science, Technology, Engineering, and Mathematics). Additionally, some projects will call for Communications, Public Affairs, Journalism, Graphics, Business and Finance.

### 10. WHAT KIND OF PROJECTS DOES NASA HAVE?

Project needs change each session according to the organization's needs. Some skills that NASA routinely needs are (list is not exhaustive).

- Programming: C++, JAVA, HTML
- CAD, PRO-E, Matlab, 3D Modeling

- Networking
- · Machine Shop, fabricating, design, prototyping
- 3D printing
- Social Media
- Technical Writing
- Database Administration
- Heliophysics
- Earth Science
- Solar System
- Astrophysics

### 11. DO I HAVE TO APPLY TO A SPECIFIC PROJECT?

No, you do not have to apply to a specific project. By submitting your application, you are in the general applicant pool. However, the visibility (and selection odds) of your application is increased by applying to a specific project. We look at candidates that have applied to a specific project before looking in the larger, general applicant pool. Be sure if you apply to a specific project, you have the skills they are asking for.

You can apply to 15 projects per session.

### 12. HOW CAN I MAKE MY APPLICATION STAND OUT?

We are not able to review every application in the general applicant pool. Think "filters," using key words may boost the chances of your application being viewed by a mentor. Remember the projects are usually specific. If you are a mechanical engineering major, do not just say you have lab experience. Specify your experience with equipment, testing and analyses that you performed in a lab.

Important sections of your application are:

- Computer Skills Be thorough, as this is what filters will catch. Avoid exhaustive paragraphs.
- Special Skills List any skill you are proficient in that you feel may be helpful (social media, foreign languages, machine shop, graphic artist, acoustical analysis, heat transfer, gas spectroscopy, chromatography, anthropometry, technical writing, photography, etc.). List anything that will separate you from other candidates. Use key words.
- How your interests fit with a NASA opportunity State how you can advance this project to the next level. What is it about you that distinguishes your skills from others that inspires NASA to select you? Be concise. Describe your experiences and how your skill set will benefit NASA now and in the future.

### 13.IF I AM PURSUING MY MASTER'S OR DOCTORATE DEGREE, MAY I STILL APPLY FOR AN INTERNSHIP?

Yes, so long as you meet the eligibility requirements you can apply for an internship opportunity.

### 14. HOW WILL FULL-TIME FALL/SPRING INTERNSHIP SESSIONS AFFECT MY FULL-TIME SCHOOL SCHEDULE?

Students are responsible for finding a sensible solution to balance the needs of their internship opportunities and academic plans after receiving an offer to join the internship program at NASA. It is common for students to enroll in a lighter school load during their internship session, take online classes through their institution, or defer for one semester in order to participate. The student should inform their mentor of any academic plans during their internship at NASA.

### 15. WHAT IS THE INTERVIEW PROCESS LIKE?

While interviews are not a required component of the internship application and review process, some NASA centers may choose to conduct face-to-face or phone interviews. In this case, you will be contacted directly by the mentor via email or phone. There is no timeline for this action.

Be prepared for phone contact from NASA. If you are using a home phone accessible by other family members, let them know you have applied to the NASA internship program. Be prepared to explain why you are the best candidate to fill the opportunity by knowing how your unique skills align with the project.

### 16.DO I NEED PRIOR RESEARCH EXPERIENCE TO GET AN INTERNSHIP WITH NASA?

No, not necessarily. All applicants are evaluated on merit, skills and the relevant experience to the specific opportunities. Answering the essay questions thoroughly is very important, as comprehensive responses enable the mentors and internship program coordinators to differentiate applicants whose passion and skill suit the opportunity best.

### 17.DO I NEED A LETTER OF RECOMMENDATION?

Yes, applicants must submit at least one letter of recommendation however, 2-3 letters are common. Your letter(s) of recommendation can weigh a great amount in the final decision. Assure that your recommender is someone who can speak highly of your skills, work ethic and leadership.

### 18.I AM AN INTERNATIONAL STUDENT, WHAT OPPORTUNITES AT NASA ARE AVAILABLE TO ME?

You can search for opportunities here:

https://www.nasa.gov/offices/education/programs/descriptions/international-internships-for-students.html

### 19. HOW DO I KNOW IF MY APPLICATION IS BEING CONSIDERED, I HAVE APPLIED BUT HAVE NOT HEARD BACK?

There is no formal notification process in place to alert students of their application status. However, you may check the status of your application at intern.nasa.gov. If you are selected to be part of the Internship Program, you will be contacted with an offer letter from the Program Manager at your designated NASA center. There is no concrete timeline for this process.

### 20. HOW LONG AFTER YOU SUBMIT AN APPLICATION DOES IT TAKE TO HEAR IF YOU RECEIVED THE INTERNSHIP?

This will vary greatly by the center, the session and the internship project. Submit your applications as soon as possible, it is common for applications to be reviewed and sometimes, for selections to be made even before the application deadline. Typically, students will hear by one month prior to the start of the internship session if they are selected to participate in an internship.

### 21.I HAVE A SPECIFC QUESTION ABOUT THE NASA INTERNSHIPS, FELLOWSHIPS AND SCHOLARSHIPS PROGRAM AT GODDARD, WHO CAN I ASK?

You can send an email to: <a href="mailto:gsfc-education@mail.nasa.gov">gsfc-education@mail.nasa.gov</a> We will respond within 48 hours.

### 22.1 AM NOT SURE HOW TO NAVIGATE THE APPLICATION SYSTEM. IS THERE A TUTORIAL?

Yes! We have a video that can walk you through the new system. You can view the tutorial on Youtube: https://www.youtube.com/watch?v=TgFPngfSz10

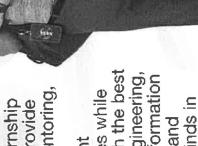
Space Administration National Aeronautics and



### NASA'S

### INTERNSHIP **PROGRAMS**

working with the best science, engineering, financial, information training, mentoring, opportunities while business minds in NASA's internship programs provide technology and development and career





intern.nasa.gov

# WHAT ARE NASA INTERNSHIPS?

and some a salary, but it varies depending to the operation of a NASA facility and the nternships pay students a weekly stipend real-world experiences while contributing advancement of NASA's missions. Some VASA internships provide unique NASAundergraduate, graduate students, and on the center, funding organization and educators. They engage students with related experiences for high school, internship program.



# Pathways Internship Program

work experience and a dynamic development opportunity at the beginning of their careers. students and recent graduates with paid The Pathway Program provides current Pathways provides three programs:

- NASA Pathways Intern Employment
  - Program
- NASA Pathways Recent Graduates Program
- NASA Pathways Presidential Management Fellows Program

www.usajobs.gov. This program offers the chance for permanent NASA employment. Pathways internships are listed on

## **NASA Internships Program**

advance projects to the next level. Internship relate to students' academic majors. Interns work on mentor-directed tasks designed to nands-on, project based experiences, both NASA Internships provide students with stipend-paid and volunteer, that directly opportunities are available for:

- High School Students
- Undergraduate Students Graduate Students
- Educators

Visit intern.nasa.gov for more information on other NASA Internships.

These internships are not listed on USAJOBS.

# WHY APPLY FOR AN INTERNSHIP AT NASA?

Regardless of your career goals, a NASA internship will give you the kind of rewarding experience that purpose: to pioneer the future in space exploration, scientific discovery and aeronautics research. As a NASA intern, you'll join a community of diverse professionals who are united by a common makes a brilliant start for career advancement.

commitment to ensuring that the next generation will be ready for the challenges ahead. And while we're known for our achievements in science and engineering, we're just as proud of our achievements in the workplace. NASA is consistently named the "Best Place to Work in the Federal Government" by the NASA leads the world in space exploration and NASA internships are an important part of our Partnership for Public Service.

# NASA's Most Frequently Hired Positions:

- Aerospace Engineering
- Mechanical Engineering
  - Electrical Engineering
- Computer Engineering /Science

  - Physical Science
    - Space Science
- Public Affairs
- **Business Administration** 
  - Accounting
    - Finance
- Human Resources
- Management
- Information Technology



### NASA Internships Offer:

- Educational advancement
- regardless of career path Great practical experience
- · Life-changing opportunities
- An internship with credibility

### We may have exactly what you are searching for!

# NASA'S INTERNSHIP PROGRAMS: NAVIGATE YOUR FUTURE

and our work is more than just a profession-At NASA, we explore the infinite every day it's a lifelong pursuit and a passion. NASA to undertake meaningful and challenging offers several opportunities for students projects that truly make an impact on humanity.

two different internship programs-the NASA NASA internships are available for students technology, engineering and math. We offer Internship Program, both with opportunities at locations across the United States. Learn in a variety of disciplines - not just science, more here: https://www.nasa.gov/careers Internships Program and the Pathways

- Sarah l can accomplish anything." "After interning here I know

ELIGIBILITY Requirements	NASA Internships Program	Pathways Internship Program
Minimum GPA on a 4.0 grade scale*	3.0	2.9
Eligible academic levels are:	vels are:	
High school**	×	×
Undergraduate	×	*×
Graduate	×	×
Educators	×	
US citizen****	×	×

- Must be enrolled Full-time in high school or a degreegranting program at an accredited U.S. community college or four-year university
  - \*\*\*College students must typically have completed at "High school students must be age 16 or above least 30 semester hours



### Be sure to visit us at:

www.nasa.gov/careers/students-andrecent-graduates

intern,nasa.gov/

For more about our specific locations, visit: www.nasa.gov/about/sites/ Tag us at #NASAstudents and #NASAinterns

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