

National Aeronautics and
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TO: Space Grant Consortiums
FROM: Veronica Seyl
SUBJECT: JSC Internship Selection/Placement Process

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Thank you all for distributing the internship opportunities at NASA Johnson Space Center (JSC). NASA/JSC has received many inquiries regarding applying for Fall, Spring and Summer Space Grant scholarships. I wanted to take this opportunity to set up share the NASA/JSC procedures for this process.

- 1) Students will apply through their Space Grant Consortium.
- 2) Space Grant Consortium personnel screen students' applications, cover letters, resumes, etc., and refer top candidates in STEM-related fields to NASA JSC.
- 4) NASA JSC Program Coordinators interview and review those top students from STEM related fields and pending availability, place student in related area.
 - a. The availability is contingent on STEM-related projects, specific organizations with mentors hosting students, fall, spring or summer placement, etc.
 - b. Space Grant Consortium communicates to NASA/JSC how many students can be funded.
- 5) JSC contacts Space Grant Program Coordinator to verify funding and to offer or decline a position.
- 6) JSC Program Coordinator begins arrival process directly with student if accepted.

All monetary transactions and negotiations are handled through the Space Grant Consortium.

On another note, we are strongly encouraging students to apply for Fall and Spring internships (15-weeks) for many reasons. There is a more focused-effort of their particular project, added in-depth experience; optimized use of mentors/organizations who are not hosting numerous summer interns, probability of gaining a position is greater, etc. This may be different from other NASA centers that primarily focus on summer internships.

We look forward to giving students from all over the United States an experience that will shape their futures.

Thank you for your contribution!

Veronica Seyl