May 18, 2023

Dear Student:

Thank you for your interest in the NASA Jet Propulsion Laboratory (JPL) and the Student Independent Research Internship (SIRI) Program! Please read this entire document carefully as it contains important information.

The SIRI program will be offering both remote and onsite/hybrid internship experiences for Fall 2023. The internship experience is determined by the JPL mentor and the opportunity. Selected students will receive offer letters that indicate whether their participation will be an onsite/hybrid or a remote experience. Regardless of the experience type, selected students will be required to attend an in-person badge enrollment and fingerprinting appointment onsite at JPL during the first week of their internship.

Additionally, students who apply for the SIRI program are expected to have and be willing to use the equipment/resources listed below. JPL is unable to pay for or reimburse the costs associated with these items.

- an appropriate remote work location (residence is permitted)
- a smartphone
- reliable internet connection

To be eligible for SIRI, students must meet the following requirements:

- STEM major
- Must not have already earned an advanced degree in a STEM field
- Cumulative GPA of 3.0+
- Age 18+
- US citizen or Lawful Permanent Resident with a valid green card
- Currently enrolled in a community college that is a SIRI partner campus AND nominated by a faculty sponsor at that campus
- Must be able to earn academic or independent study credit for the SIRI experience at the college
- Able to intern for 15 hours per week for a 15-week internship period
- Must be willing to participate in intern meetings held on Wednesdays from 12-1pm
- Must be willing to prepare project plans, reports, and deliver a final presentation
- Must complete and submit an online SIRI application by no later than **June 30, 2023**. Contact your campus SIRI Faculty Sponsor for the application link.

Please note the following:

- SIRI is an <u>unpaid</u> internship experience, and students will <u>not</u> receive compensation.
- Students must remain enrolled in their academic or independent study credit hours for the term of the internship.
- Students may only participate in SIRI for one quarter or semester.

- Fall 2023 session is 15 weeks, starting in September and ending in December.

APPLICATION PROCESS

1. To be considered for a SIRI internship, first download the list of "Fall 2023 Announcements of Opportunity" (AO) from the [SIRI website](). Please read these announcements very carefully to determine which projects are best aligned with your research interests, skills, and academic background. Students are permitted to apply for a maximum of TWO (2) opportunities. Please note: The preferred major(s) for each AO can be found at the top of the records.

2. Once you have determined the opportunities for which you will apply, send the AO # (located at the very top of each announcement opportunity) to your campus faculty sponsor and **request for the link to the SIRI application site**. **This step must be completed by no later than June 20, 2023.**

3. **Complete the SIRI online application by no later than June 30, 2023.** Upload your resume and transcript directly to the SIRI application site. Please refer to the resume template on the SIRI website for reference. You are welcome to include additional information beyond what is listed on the template.

4. Should your Faculty Sponsor decide to nominate you for one or more internships, your information will be provided to JPL. Students are selected for internships by JPL scientists and engineers. Please note that this is a competitive process, and meeting the eligibility requirements for SIRI does not guarantee an internship offer. Offers will be made via email to students beginning July 24, 2023, and will continue to be extended until all opportunities are filled. Please note that a student may be offered an internship that he/she did not initially apply to, at the discretion of JPL. Students with multiple internship offers will receive information on all projects and given an opportunity to select their preferred opportunity. Additionally, available projects are subject to change without notice.

If you have questions or concerns about the SIRI program, please feel free to contact me via email. I hope you will consider applying for a SIRI internship with the Jet Propulsion Laboratory!

Sincerely,

Jenny Tieu
SIRI Program
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