Dear Faculty Sponsor:

Thank you for your interest in identifying and nominating students from your campus for the NASA Jet Propulsion Laboratory (JPL) Student Independent Research Internship (SIRI) Program! Please read through this entire document, as it contains important changes.

The SIRI program will be offering both remote and onsite/hybrid internship experiences for Fall 2022. 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 during the first week of their internship.

Additionally, students who apply for the SIRI program at this time 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 of 18+
- US citizen or Permanent Resident with a valid card (This MUST be confirmed by the faculty sponsor before nominating student).
- Currently enrolled in a community college that is a SIRI partner campus AND be 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 10-15 hours per week for a 15-week internship period
- Must be willing to participate in intern meetings, and prepare project plans, reports, and a final presentation
- New! Must complete an online SIRI application.

Please note the following:

- SIRI is an unpaid internship experience, and students will not 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 2022 internships run for 15 weeks, and will start in September 2022.
INSTRUCTIONS FOR FACULTY SPONSORS

1. Please provide interested students with a copy of the Fall 2022 “Announcements of Opportunity” (AO). Students should read these announcements very carefully to determine which projects are best aligned with their research interests, skills, and academic background. Students are permitted to apply for a maximum of TWO (2) opportunities.

2. **NEW:** Instruct nominated students to submit an online SIRI application by no later than August 5, 2022. Students should upload resumes and transcripts directly to the SIRI application site.

3. Faculty Sponsors should nominate students who meet all eligibility criteria and have research interests, skills, and academic criteria that closely match the preferred qualifications listed in the announcements of opportunity. Sponsors may nominate multiple students for the same opportunity.

   Please only nominate students if you currently have a mechanism on your campus for awarding units/credits for independent study or internships. A student may not intern under SIRI without being concurrently enrolled in units/credits for their efforts.

4. To nominate students, please complete the attached spreadsheet for each student and send to jenny.tieu@jpl.nasa.gov by close of business on August 5, 2022.

   Attached Excel spreadsheet should include the following info:
   - Student first and last name
   - Institution
   - Major
   - Student email address
   - AO# (can be found at the very top of each announcement of opportunity)
   - Sponsor email address

   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 August 8, 2022, and will continue to be sent out until all opportunities are filled. Sponsors will be notified via email when an offer is made. 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.

If you have questions or concerns about the SIRI program, please feel free to contact me via email. Thank you for your support of student research experiences!

Sincerely,

Jenny Tieu
SIRI Program
Jenny.Tieu@jpl.nasa.gov