



May 14, 2021

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 changes.

As a result of the COVID-19 pandemic, and consistent with the California 'Safer at Home' order and NASA requirements, JPL has implemented restricted access to the JPL work-site for all personnel, with the exception of mission-essential personnel. The JPL internship program has been modified for the foreseeable future to offer internships that can be accomplished remotely. As such, students who apply for internships 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 smart phone
- reliable internet connection

Once JPL resumes on site access for interns, SIRI participants will be requested to participate on site.

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 forwarding resumes to JPL).
- Currently enrolled in a community college that is a SIRI partner 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 progress plans, reports, and a final presentation

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 2021 internships run for 15 weeks, and will start in August or September 2021.
- Offer letters will be emailed to accepted students beginning June 28, 2021 until all available SIRI internships are filled.

## INSTRUCTIONS FOR APPLYING

1. To be considered for a SIRI internship, first download the list of “Fall 2021 Announcements of Opportunity” 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 bottom of the records, beginning with “primary discipline.”
2. Once you have determined the opportunities for which you will apply, please complete a resume that follows the resume template on the SIRI website. You are welcome to include additional information beyond what is listed on the template, but please limit your resume to no more than two pages.

IMPORTANT: PLEASE PREPARE A SEPARATE RESUME FOR EACH OPPORTUNITY, AND ONE (1) ELECTRONIC COPY OF YOUR UNOFFICIAL TRANSCRIPT. DO NOT ATTACH THE TRANSCRIPT TO THE RESUMES. SAVE EACH RESUME/TRANSCRIPT USING A FILENAME THAT CONTAINS YOUR FIRST AND LAST NAME AND THE AO NUMBER (i.e., “First\_Last\_AO1234”). The AO number can be found at the very top of each announcement of opportunity.

3. **All resumes must be sent to your Faculty Sponsor first for their consideration before June 4, 2021.** Your campus may have an earlier deadline. **Do not send your resumes directly to JPL.** Should your Faculty Sponsor decide to nominate you for one or more internships, your materials will be forwarded 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. 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 or telephone. I hope you will consider applying for a SIRI internship with the Jet Propulsion Laboratory!

Sincerely,



Jenny Tieu  
SIRI Program  
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