

General Eligibility Requirements to Apply

1. Applicants must be students in good standing at accredited U.S. colleges or universities or accepted as an entering freshman or beginning graduate student, or have received BS degree within 2 years of appointment dates.
2. Overall minimum GPA requirement is 2.50 (based on A=4.0).
3. U.S. citizen or permanent resident alien (PRA) (there are a limited number of PRA selections).

Additional Requirements for Participation

1. Applicants must be at least 18 years of age at the time of appointment.
2. Participants are required to provide proof of coverage under a health insurance plan **PRIOR** to beginning an appointment.

Instructions

An application, including official transcripts and references, will be reproduced by the Oak Ridge Institute for Science and Education and transmitted to National Energy Technology Laboratory (NETL) for review.

A complete application consists of:

Application Form: Part I – Applicant Information Form, two pages
 Part II – Courses and Grades Pertaining to Your Major
 Part III – Description of Research Interests and Career Plans

Two References: at least one academic reference required
Official transcripts from **all** universities and colleges attended

1. Complete all information requested on Parts I, II, and III. Incomplete applications will be delayed in processing.
2. Sign Parts I and II. This is required; an application without signatures will be returned.
3. Send Parts I, II, and III of the application to the address below. The Applicant Data form is optional.
4. Request official transcripts from ALL institutions of higher education attended to be sent directly to the address below.
5. Arrange for references to be sent to the address below. Two references are required, at least one of these must be academic. A letter may be sent instead of, or in addition to, the form.

Application, official transcripts, and reference forms should be sent directly to the address below:

Angela Kelly
Professional Internship Program
Oak Ridge Institute for Science and Education
Science and Engineering Education, MS 36
P.O. Box 117
Oak Ridge, Tennessee 37831-0117

Phone: (865) 574-6912

Fax: (865) 241-5220

E-mail: kellya@ornl.gov

Overnight/Express Delivery Address:

230 Warehouse Road
Oak Ridge, Tennessee 37830

Deadlines: February 15th, June 1st, and October 1st

Application Form, Part I, Page I

Scientific contact person at facility (optional) _____

APPLICANT INFORMATION FORM (Please type or print using black ink)

My application may be reviewed by other similar programs. () Yes () No

Dates available for participation _____ to _____ (Month/Day/Year)

Name _____ **SSN** _____
(First) (Middle) (Last)

Preferred Mailing Address _____
(Street Name, Apartment Number, or P.O. Box)

(City) (State) (Zip)

Permanent Address _____
(Street Name, Apartment Number, or P.O. Box)

(City) (State) (Zip)

Current Phone _____ **Permanent Phone** _____

Fax Number _____ **E-mail Address** _____

Citizenship U.S. Citizen () Yes () No If no, country _____

If no, Permanent Resident () Yes () No If yes, PRA Number _____

Health Insurance (required for appointment)

Company Name _____ Effective Date _____

References – List two persons who have been asked to transmit references directly to ORISE

1. _____ 2. _____

Current University _____

City/State _____ Graduation Date _____

Department _____ Major _____

Cumulative GPA (4.0 scale) Undergraduate _____ Graduate _____

Degree Program (degree working toward)

() Associate's () Bachelor's () Master's () Doctoral

At the time of appointment, I will be classified as:

() Freshman () Sophomore () Junior () Senior () Post-BS () Graduate Student

Application Form, Part I, Page 2

Computer Languages – list and rate your proficiency in each as good, very good, or expert

Computer Language	Proficiency

Computer Language	Proficiency

Academic Awards and Honors – list any awards and honors received

Education – list all previous colleges/universities attended

College/University	Major	Dates Attended	Degree Program	Degree Date

Employment/Experience (paid or unpaid)

Employer	Dates	Position/Title

Signature _____ Date _____

APPLICATION WILL NOT BE ACCEPTED WITHOUT SIGNATURE

Application Form, Part III

DESCRIPTION OF RESEARCH INTERESTS AND CAREER PLANS

Please print or type

Name _____

1. Description of Research Interests

2. Description of Career Plans



Reference Form

Applicant Name: _____

How long and in what association have you known this applicant? _____

In a group of 100 other students of comparable age and experience, rate the applicant with respect to the following:

Personal Characteristics	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Motivation toward a productive career						
Growth during total period observed						
Imagination and originality of thought						
Emotional maturity and stability						
Ability to work with others						
Independence and self-reliance						
Leadership potential						

In a group of 100 other students of comparable age and experience, rate the applicant with respect to the following:

Capabilities	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Mastery of fundamentals						
Skill/Originality of special projects						
Laboratory skills and techniques						
Ability to communicate (written / oral)						

Add any descriptive comments that will assist in providing a complete picture of the applicant's character, attitude, abilities, and potential. Use additional sheets if necessary.

Signature _____ Dept _____

Typed/Printed Name _____ Date _____

Address _____

Return to: Angela Kelly, ORISE, MS 36, PO Box 117, Oak Ridge, TN 37831-0117 Phone: (865) 574-6912 Fax: (865) 241-5220 E-mail: kellya@orau.gov
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