National Institute of Standards and Technology

NIST

...working with industry to foster innovation, trade, security and jobs

NIST Student Information System

Tuesday, February 10, 2015

Welcome to the National Institute of Standards and Technology (NIST) Student Information System (SIS). This on-line system is designed to accept applications from students for **potential positions. <u>Students will be contacted if considered</u> for a potential position.**

Application to this system is not for any specific vacancy announcement or position. Application does not guarantee placement in a position.

- All qualified students may apply.
- Positions may be available in Gaithersburg, MD; Charleston, SC; and Boulder, CO.

In order to apply for one of the NIST student programs, you must be a United States citizen and must meet at least one of the eligibility criteria listed below. Please read those criteria, answer the questions, then click the Apply button below to display the application form.

This application is designed to obtain the information needed to evaluate your qualifications for potential positions. Authority to gather this information is derived from Title 5 United States Code (U.S.C.) 3301.

This collection of information contains Paperwork Reduction Act (PRA) requirements approved by the Office of Management and Budget (OMB). Notwithstanding any other provisions of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the PRA unless that collection of information displays a currently valid OMB control number. Public reporting burden for this collection is estimated to be 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the National Institute of Standards and Technology, Attn: ohrmhelp@nist.gov OMB Control No. 0693-XXXX Expiration Date: XX-XX-XXXX

Eligibility Requirements: To apply for one of the NIST Student Programs, you must be a United States citizen and you must meet at least one of the following criteria:

- You must be enrolled at least half-time in an accredited school or university, or
- You must have been accepted for enrollment in an accredited school or university.

Are you a US citizen?

○ No ○ Yes

Are you enrolled or accepted for enrollment in an accredited school or university?

○ No ○ Yes

Apply

Privacy Act Notice

(Note: This web page is best viewed full screen using 1024x768 or better resolution.)

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Close window

Personal Information

This is section 1 of 4.

*Last Name	
*First Name	
Middle Name	
*Primary Address Line1	
Primary Address Line2	
*Primary City	
*Primary State	--- Select ---
*Primary ZIP code	(99999-9999 or 99999)
Alternate Address Line1	
Alternate Address Line2	
Alternate City	
Alternate State	--- Select ---
Alternate ZIP code	(99999-9999 or 99999)

*Address Preference   How do you prefer that we contact you?

⚪ Primary Address   ⚪ Alternate Address

Primary Email	
Secondary Email	
Home Phone	(999-999-9999)
Work Phone	
Cell Phone	

*Phone Preference   How do you prefer that we contact you?

⚪ Home   ⚪ Work   ⚪ Cell

*Relative   Do you have a relative who currently works for the National Institute of Standards and Technology?

⚪ No   ⚪ Yes

*Veteran's Preference	Are you claiming veteran's preference? If yes, you must fax copy of appropriate documents within 10 days.
	○ None ○ 5-point ○ 10-point

*Student Programs	Which student program(s) are you applying for? (Check all that apply.)
	☐ Student Temporary Employment Program (STEP)
	☐ Student Career Experience Program (SCEP)
	☐ Student Volunteer Program (SVP)
	☐ Summer High School Intern Program (SHIP)

*Work Availability	When will you be available to work? (Check all that apply.)
	☐ Summer
	☐ School Breaks
	☐ Year Round

*Location	☐ Gaithersburg, MD ☐ Boulder, CO ☐ Charleston, SC

Work/Volunteer Experience

This is section 2 of 4.

You may enter up to **five (5)** work experiences in this section, starting from the most recent. **After each entry, click on the Save This Entry button** to save each work experience.

If you have no relevant experiences or no more entries to make, click on "Review Application" or the "Other Qualifications" tab to go to the next section.

*Start Date		(mm/yyyy)
*End Date		(mm/yyyy)
*Job Title		
*Hours per Week		(range 1 thru 100)
Annual Salary	--- Select ---	
*Name of Employer		
*Address Line1		
Address Line2		
*City		
*State	--- Select ---	
*ZIP code		(99999-9999 or 99999)
*Supervisor's Name		
Supervisor's Phone		(999-999-9999)
*May we contact your supervisor?	○ No ○ Yes	

Job Description
(Up to 1600 characters)

Other Qualifications

This is section 3 of 4.

Include any special training, knowledge, skill, ability, and/or publications that demonstrates your skill sets to perform in a position. When you have completed all pertinent sections, click on a tab to go to another section.

Typing Skills

Select the speed you are able to type:
- ○ 40 WPM or more
- ○ 25 - 39 WPM
- ○ 20 - 24 WPM

Job-related Skills   e.g. Languages, Computer Software/Hardware, Tools, Machinery, etc. (Up to 1600 characters)

Job-related Training   Name of class, Dates of Training, Number of classroom hours (Up to 1600 characters)
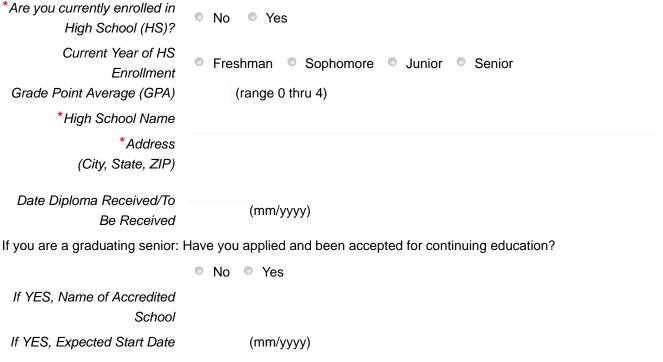
Job-related Certificates/Licenses

Name of Certificate/License, Date received, Date of expiration, Certifying Agency/Organization/Publications (Up to 1600 characters)

Other Qualifications/Awards/Recognitions/Comments (Up to 1600 characters)

Education

This is section 4 of 4.

HIGH SCHOOL

Are you currently enrolled in High School (HS)?   ○ No   ○ Yes

Current Year of HS Enrollment   ○ Freshman   ○ Sophomore   ○ Junior   ○ Senior

Grade Point Average (GPA)   (range 0 thru 4)

*High School Name

*Address
(City, State, ZIP)

Date Diploma Received/To Be Received   (mm/yyyy)

If you are a graduating senior: Have you applied and been accepted for continuing education?

○ No   ○ Yes

If YES, Name of Accredited School

If YES, Expected Start Date   (mm/yyyy)

If you HAVE NOT ATTENDED any college, click on the "Review Application" button at the bottom of the screen. At this point, you will be able to make any final edits/changes to your application.

VOCATIONAL/TECHNICAL SCHOOL

*Are you currently enrolled or accepted for enrollment in a Vocational/Technical School (Votech)?   ○ No   ○ Yes

Grade Point Average (GPA)   (range 0 thru 4)

Votech School Name

*Address
(City, State, ZIP)*

What is the Duration of This Program?   Total Credit Hours **OR**   Year(s)   Month(s)

Current Level of Enrollment (specify how much of the program has been completed)   Total Credit Hours **OR**   Year(s)   Month(s)

Expected Date of Program
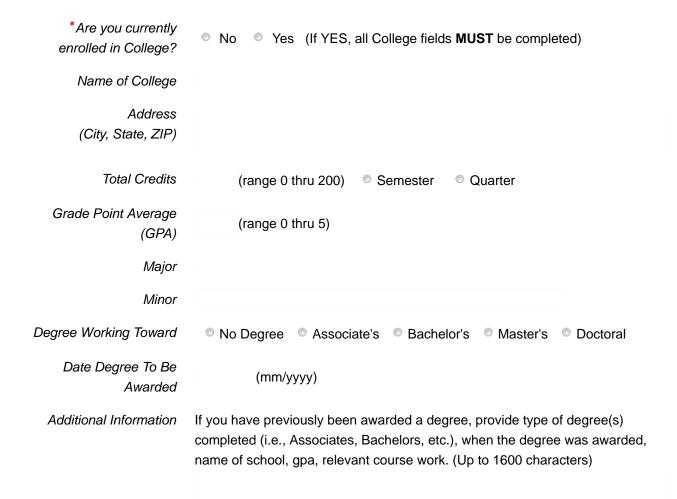*Completion*   (mm/yyyy)

If you HAVE NOT ATTENDED any college, click on the "Review Application" button at the bottom of the screen. At this point, you will be able to make any final edits/changes to your application.

COLLEGE

If you have college-level education, you may make multiple entries in this college sub-section, starting with the lowest level. After each entry, **click on the "Save This Entry" button for each college**.

After you have input all your education information, click on the "Review Application" button. At this point, you will be able to make any final edits/changes to your application.

**Are you currently enrolled in College?*	○ No ○ Yes (If YES, all College fields **MUST** be completed)
Name of College	
Address (City, State, ZIP)	
Total Credits	(range 0 thru 200) ○ Semester ○ Quarter
Grade Point Average (GPA)	(range 0 thru 5)
Major	
Minor	
Degree Working Toward	○ No Degree ○ Associate's ○ Bachelor's ○ Master's ○ Doctoral
Date Degree To Be Awarded	(mm/yyyy)
Additional Information	If you have previously been awarded a degree, provide type of degree(s) completed (i.e., Associates, Bachelors, etc.), when the degree was awarded, name of school, gpa, relevant course work. (Up to 1600 characters)

Close window