

# DEVELOP National Program



## Guidelines for Application

### Who is Eligible to Apply to DEVELOP?

Individuals pursuing to further their experience in the Earth sciences and remote sensing, including currently enrolled students, recent graduates with an undergraduate or graduate degree, and early/transitioning career professionals.

### General Eligibility Requirements:

- At least 18 years of age
- Minimum 3.0 GPA on a 4.0 scale (at current or last institute of higher learning)
- Ability to provide personal transportation to and from the DEVELOP location
- Strong interest in Earth science and remote sensing
- U.S. citizenship is required to apply to DEVELOP locations at NASA Centers

In addition to meeting the general eligibility requirements stated above, each applicant must meet the additional requirements specific to their applicant classification:

- **Currently Enrolled Students** – Students who are currently enrolled at a U.S. accredited community college, undergraduate or graduate college or university. Open to all majors.
  - Evidence of enrollment at an accredited U.S. school (acceptance letter or current unofficial transcripts)
  - Minimum 3.0 GPA on a 4.0 scale (cumulative or most recent)
- **Recent Graduates** – Individuals who have graduated with an undergraduate or graduate degree from a U.S. accredited college or university within the past two years.
  - Evidence of successful graduation from a college or university (diploma or transcript showing graduation)
  - Minimum 3.0 cumulative GPA on a 4.0 scale at last institution of higher learning
  - Eligible within two years after graduation to apply for up to four terms with DEVELOP (which includes time spent serving in the DEVELOP Young Professionals Class)
- **Early/Transitioning Career Professionals** – Individuals transitioning to a new career field, who are pursuing further experience in the Earth sciences and remote sensing (including transitioning/recently transitioned veterans from the U.S. Armed Forces).
  - At least two years of work experience in a professional environment
  - Minimum 3.0 cumulative GPA on a 4.0 scale from last institution of education
  - Eligible within two years after leaving previous career/service to apply for up to four terms with DEVELOP (which includes time spent serving in the DEVELOP Young Professionals Class). U.S. Veterans must provide evidence of service and release/discharge - DD Form 214.

### Which Application Should I Fill Out?

- **New Candidate Application** – new applicant who has never been accepted for a DEVELOP opportunity before
- **Previous Candidate Application** – applicant who has previously participated in the DEVELOP Program

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**To submit your online application you must complete the following:**

1. Application form
2. Formal resume (Uploaded)
3. Unofficial academic transcripts, including the term before the one to which you are applying. **\*Note:** If selected, you will be required to submit an official transcript for verification. (Uploaded)
4. At least two names of recommenders and their contact information for two letters of recommendation (New Candidate Application Only)

**\*Note:** Once your two letters of recommendation have been received by the DEVELOP National Program Office by email, your status will be updated from “Submitted” to “Completed.”

Please complete the application thoroughly. Although providing the information requested is voluntary, failure to provide complete answers may affect the review and consideration of your application.

**The following websites are fundamental to understanding DEVELOP and its goals:**

NASA Science Mission Directorate: <http://science.nasa.gov>  
NASA Earth Science Division: <http://science.nasa.gov/earth-science>  
NASA Applied Sciences Program: <http://appliedsciences.nasa.gov>  
DEVELOP National Program: <http://develop.larc.nasa.gov>

## **Letters of Recommendation (New Candidate Application Only)**

Two letters of recommendation are required: one from an academic source, the other preferably from a previous employer or mentor; if necessary, a second letter from an academic source is acceptable. Applicants will list the names and email addresses of at least two recommenders. Once the applicant submits their application, the recommenders will be emailed to request the letter and provide instructions for writing and submitting the letter. Then, recommenders will submit their letters directly to the DEVELOP National Program Office via email. Letters of recommendation should focus on the applicant's:

- Ability to work effectively in a team environment
- Critical thinking skills
- Dedication/commitment to completing work
- Creativity
- Motivation for excellence
- Professionalism
- Ability, flexibility, and interest in learning new concepts and ideas
- Leadership abilities

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## Selection Process

The DEVELOP National Program is designed to provide selected participants with an opportunity to perform meaningful research under the guidance of mentors who are accomplished professional research staff. If selected, you will not be an employee of NASA or a company, but an independent researcher working under a contract relationship.

Applications will be reviewed by the National Program Office, as well as the location(s) the applicant selected.

If selected for an interview, applicants will be contacted to arrange an interview day and time. Interviews will be conducted in person (when possible) or over the phone (if the applicant is not local). Interviews will be conducted by one or more members from the DEVELOP Program and may include mentors and center or project leads.

After the selection process is complete, each applicant will receive notification regarding the outcome of the selection decision.

Please check the “Apply” and “Questions?” pages on the DEVELOP website (<http://develop.larc.nasa.gov>) for additional information regarding the application process. You may also contact us directly if your question is not answered: [NASA-DL-DEVELOP@mail.nasa.gov](mailto:NASA-DL-DEVELOP@mail.nasa.gov) or (757) 864-3761.