# **Graduate Internship Program**





## **Graduate Applicant Guide**

The graduate student internship program is a year-round or summer internship designed to provide domestic and international students with valuable experience as they pursue a graduate degree. This program complements your education by offering work opportunities related to your chosen field of study. In some cases, you can even arrange to conduct your master's or doctoral thesis research at the Lab.

- This program is for entering first-year, current graduate students, and post-master's students
- Technical and professional fields
- Summer internships are typically 10 weeks
- You will work closely with a mentor & co-mentor

#### Application Dates:

Term	Opens	Closes
Year-round	August 1st	February 13

## **Eligibility Requirements**

Students who wish to participate in the Undergraduate Internship Program must meet the following requirements:

- Currently enrolled in an accredited graduate program.
- Must be enrolled in at least 6 semester credit hours (or full-time equivalent) in an accredited degree program (or international equivalent).
- Entering graduate students must provide documentation indicating matriculation into an appropriate degree program.
- Must currently have and maintain a cumulative GPA of at least 3.2 on a 4.0 scale (or equivalent).
- Pass a new employment drug test
- Post-masters should check the Employee Information on the website for eligibility

### **Required Documentation**

#### Resume

- Showcase marketable traits and skills
- List relevant academic experience
  - Cumulative GPA/relevant coursework
  - Honors & awards/accomplishments
  - Extracurricular activities

#### Official Transcript

- Should include grades for all completed courses
- Should include all currently enrolled courses

#### Personal Statement (one page max)

- Showcase your unique personality, experiences and aspirations. This could include:
  - Academic background and career goals
  - Professional interests
  - Community impact through service
  - Life experiences

### **Potential Mentors**

Networking is a great way to find an internship! Search for a prospective mentor in an area you are interested in and aligns with your education goals. Reach out to them to inquire about internship opportunities.

- Lab Organizations
- Los Alamos Authors
- LANL LinkedIn
- LANL YouTube channel
- Ask your professors if they have LANL colleagues they can introduce you to
- Network with LANL staff at career fairs and conferences



Student Programs Office studentprograms@lanl.gov





# **Graduate Internships**



Computational Sciences: IRC139784



Engineering: IRC139803



Physical Sciences: IRC139826

<sup>\*</sup>Individual/group specific job ads (including post-masters) can be found on <a href="mailto:lanl.jobs">lanl.jobs</a>