



INSPIRE - ENGAGE - EDUCATE - EMPLOY

The Next Generation of Explorers

NASA's New Internship Application and Management System

Lynnette Madison for Carolyn Knowles, Director

March 2, 2018



Managers to Know



Carolyn Knowles
Director
NASA Internships and Fellowships

Bob Musgrove
Acting Internship Component Manager
(JSC Education Director)

Veronica Seyl
Internship Operational Manager

ICYMI

NASA Internships and Fellowships



I want to be a NASA:
INTERN
FELLOW
INTERNATIONAL INTERN
PATHWAYS EMPLOYEE

I want to explore NASA:
OPPORTUNITIES
INTERN STORIES

I am a NASA Mentor:
SPRING 2018 SESSION
SUMMER 2018 SESSION



NASA - National Aeronautics and Space Administration
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O.S.S.I.

It was our One Stop Shopping Initiative



What is OSSI?

OSSI is a NASA-wide system for the recruitment, application, selection and career development of high school, undergraduate, and graduate students primarily in science, technology, engineering and mathematics disciplines. Opportunities for students in other disciplines are available.

Important Dates for Students

06/02/2017 - 10/17/2017

Submit Internship Application for Spring
2018 Session

09/12/2017


Begin to receive offers for Spring 2018
Session

10/18/2017 - 03/01/2018

Submit Internship Application for Summer
2018 Session

» [Additional Dates](#)

Getting Started for Students

1. Watch the following **Videos** for Students to learn more about OSSI:

2. Register in OSSI by clicking on the **Log in/Register** tab or clicking on the **Student Login/Registration** link at the top of the page.

You can also register on your Mobile device by clicking the **Student Mobile Login** link at the top of the page.

3. Create an interest profile to specify your areas of interest.
4. Complete an application.
5. Search and select opportunities of interest. Identify your top 15 opportunities prior to the end of the application period.

» [Read More](#)

Student Opportunities



[Basic Eligibility](#)

[Internships](#)

[Fellowships](#)

[Scholarships](#)



Our New and Improved Application System

Simple and easy to use

Still One Stop Shopping

A better user experience

Entry point for students will not change



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Best of All...



It will provide handy data in a simple to read format

- *Number of students in program areas*
- *Diversity of the students from ethnicity to study major to school affiliation*
- *Who is funding the students*

We Are Doing a Phased Roll Out

Students applying to Summer session use OSSI

Students applying to fall session use new system



Here's How It Will Look

National Aeronautics and
Space Administration



Welcome to NASA Internships

Sign In To My Application

Don't have an account? New users [click here](#)

 Email

 Password

Log in

[Terms and Conditions](#)

[Things you will need](#)

[Preview Projects](#)

[Forgot Password?](#)

NASA - National Aeronautics and Space Administration

[Privacy Policy & Important Notices](#)



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My Application

- Personal Information
- Address ▶
- Demographics
- Citizenship
- Education
- Employment
- Other Experience
- Documents
- Skills
- NASA Experience
- Letters Of Recommendation
- Submission Status

Address

Permanent Home Address

Country

--None-- ▾

Address Line 1 (Street Address or P.O. Box, Apt, Suite, Unit #)*

City *

State/Province/Region *

--None-- ▾

Zip/Postal Code *

00000-0000

School or Alternate Address

Country

--None-- ▾

Address Line 1 (Street Address or P.O. Box, Apt, Suite, Unit #)

Instructions and Help

Permanent Home Address

We ask for your permanent home address so that we can mail any required paperwork or tax related documents to this address. Please do not use a school address.





My Application

- Personal Information
- Address
- Demographics
- Citizenship
- Education
- Employment
- Other Experience
- Documents ▶
- Skills
- NASA Experience
- Letters Of Recommendation
- Submission Status

Documents

Transcript is required. Your transcript will be valid for 6 months after the upload date. You must upload another transcript in 6 months for your application to remain active. If you do not upload another transcript, your application will be removed from the applicant pool. Upload most recent unofficial transcript. All transcripts must include your name and the school name.

+ Add Transcript

+ Add Resume

Transcript*

Resume

Save and Continue

Save and Finish Later

Instructions and Help

Uploaded Documents

Uploaded Documents should NOT include the following:

Classified or government sensitive information

Social Security Number (SSN)

Photos of yourself

Personal information, such as age, gender, religious affiliation, etc.

Encrypted and digitally signed documents

All documents should be in .doc, .docx, pdf, or .txt formats. File size should not exceed 25 MB.





My Application

- ✓ Personal Information
- ✓ Address
- ✓ Demographics
- ✓ Citizenship
- ✓ Education
- ✓ Employment
- ✓ Other Experience
- ✓ Documents
- ✓ Skills
- ✓ NASA Experience
- ✓ Letters Of Recommendation
- ✓ Submission Status ▶

Submission Status

Thank you for your submission! Go to Step 2 below to let us know your availability.

[Choose Availability](#)

[Print My Application](#)

Instructions and Help

Choosing Session Availability

This will let us know which sessions you are available for an internship.





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Thank You

