



Student Programs

Students Training to Acquire Real Life Skills S.T.A.R.S.



Be Challenged. Experience HHS





Student Information HHS Careers Website

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Student Programs

Students Training to Acquire Real-life Skills (S.T.A.R.S.)
Be Challenged. Experience HHS.

S.T.A.R.S. is a model for learning that incorporates on the job training with knowledge acquired through academics. The S.T.A.R.S. approach provides learning and developmental opportunities and work experience for students in high school, vocational and technical schools, undergraduate (both associate and baccalaureate degrees), graduate and doctoral programs. Students gain experience through two different student programs, the Student Temporary Employment Program (STEP) and Student Careers Experience Program (SCEP) and HHS Student Volunteers.

The Student Temporary Employment Program (STEP), allows the opportunity for students to gain experience in a wide variety of fields. Job opportunities under this program offer you temporary employment from summer jobs to positions that can last for as long as you remain a student. Visit <http://www.usa.gov/students.asp> for additional information on this program.

The Student Career Experience Program (SCEP), allows students to gain experience related to your field of study. Under this program, you are eligible for health insurance, life insurance, retirement coverage and yearly wages. It requires a commitment to work and study while you are attending school. It requires a commitment to the agency. You may be eligible for permanent employment under this program. Visit <http://www.usa.gov/students.asp> for additional information on this program.

STEP and SCEP Program Eligibility Requirements

- Minimum of 16 years of age

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HHS Careers Website

How to apply for Student Programs

Apply for Student Programs - Microsoft Internet Explorer

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Apply for Student Programs

For the following Operating Divisions in HHS, please refer to vacancy: OS-STU-2008-0010 when applying.

- [Administration on Aging \(AoA\)](#)
- [Administration for Children and Families \(ACF\)](#)
- [Agency for Healthcare Research and Quality \(AHRQ\)](#)
- [Food and Drug Administration \(FDA\)](#)
- [Health Resources and Services Administration \(HRSA\)](#)
- [Office of Inspector General \(OIG\)](#)
- [Office of the Secretary \(OS\)](#)
- [Office of Public Health and Science \(OPHS\)](#)
- [Program Support Center \(PSC\)](#)
- [Substance Abuse and Mental Health Services Administration \(SAMHSA\)](#)

[Centers for Disease Control and Prevention \(CDC\)](#)

[Public Health Training Opportunities](#)

[Food and Drug Administration \(FDA\)](#)

Center for Drug Evaluation and Research
[Pharmacy Student Experiential Program](#)

Center for Veterinary Medicine
[Student Summer Intern Program](#)

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<https://jobs1.quickhire.com/scripts/hhs-elp.exe> Internet

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Federal Career Intern Program (FCIP)

The Emerging Leaders Program

The Emerging Leaders Program (ELP) is designed to recruit high potential employees and provide fast track development highlighting leadership and business skills through experiential learning and training.

The Program recruits for GS-9 level positions in the following career tracks; Administrative, Information Technology, Public Health, Scientific, and Social Science.

Presidential Management Fellows Program

The Presidential Management Fellows (PMF) Program was established by Executive Order in 1977 to attract to the Federal service outstanding men and women from a variety of academic disciplines and career paths who have a clear interest in, and commitment to, excellence in the leadership and management of public policies and programs.



Federal Career Intern Program (FCIP)

Federal Career Intern Program

- Is intended for positions at grade levels GS-5, 7, and 9.
- Upon successful completion of the internships, the interns may be eligible for permanent placement within an agency.
- Individuals interested in Career Intern opportunities must contact specific agencies directly.
- Appointed in the excepted service;
- Veterans preference is applied.
- May be appointed year round;
- Requires a 2 year formal training and development program, but rotational assignments not required;



Student Temporary Employment Program (STEP)

Short-term internship designed to give students Federal work experience. Work assignments may be in clerical, technical or entry-level analyst positions. Typical assignments last from 90-120 days with possibilities for extensions.



STEP Program Eligibility Requirements

Be at least 16 years of age

- Be enrolled in a degree or certificate seeking program in an accredited high school, GED program, vocational school or college/university
 - Be enrolled at least half-time, as defined by the school
 - Be able to meet minimum grade point average requirements established by the student's institution
 - Pass a background investigation
-



Student Career Experience Program (SCEP)

- Designed to provide a source of well-trained employees for career-entry into the Federal workforce
 - Provides students with the opportunity to gain appropriate experience commensurate to their academic curriculum and career goals
 - Upon graduation from school, eligible for non-competitive conversion to career-conditional appointment
-



SCEP Program Eligibility Requirements

- Be at least 16 years of age
 - Be enrolled in a degree or certificate seeking program in an accredited college/university
 - Be enrolled at least half-time
 - Be able to meet minimum grade point average requirements established by the student's institution
 - Pass a background security investigation
-



HHS Student Volunteers

- Integrates classroom learning with productive work experience in a field related to a student's academic or career goals
- May work on a full-time, part-time, or intermittent basis
- Student's may receive academic credit for volunteer service



HHS Student Volunteer Eligibility

- Be actively enrolled at least on a half-time bases in an accredited educational institution
- Obtain an approved written agreement signed by an agency, the student's educational institution and the student
- Pass a background security investigation



Miscellaneous Information

1. What qualifications must a student possess to be eligible for a Student Program positions?
2. Benefits.
3. What supporting documents is required?



Federal Resumes

Full Legal Name

[Your street address & Apt. #]

[Your city, state, zip]

[Daytime and evening phone #s Available]

[Your e-mail address if you have one]

Social Security Number:

Country of Citizenship:

Veteran's Preference:

[Type N/A, 5pt. or 10 pt.]

Highest Federal Grade:

[Type series and highest grade or Federal Equivalent]

Contact Current Supervisor:

[Type Yes or No]

Schedule A Eligible

[Attach Certification Letter]

VACANCY INFORMATION:

Announcement #:

Job Title:

Grade (s) Applying for:

[Failure to do so will result in mis-qualification]



Federal Resumes Cont'd....

SUMMARY OF QUALIFICATIONS:

[Type a summary of work history and skills – This could state a career change, completion of a degree, and so forth]

WORK EXPERIENCE:

Employer:
03/2001

Dates Employed: 02/1999-

Street:

Hours per Week: 40 Not 35 for FT

City, State, Zip:

Annual Salary:

Supervisor: [Click here and type name/ph#] {Can this person be contacted ?
If not, provide alternate}

Title, Grade, Series: [Click here and type position title, grade, series or Equivalent]

Responsibilities and Accomplishments:

[Type major responsibilities/accomplishments]

[Type minor responsibilities/accomplishments]



Questions?



Contact

Shanaz Mobley
Rockville Human Resources Center (RHRC)
(301) 443-7568
shanaz.mobley@hhs.gov