LEWIS' EDUCATIONAL AND RESEARCH COLLABORATIVE INTERNSHIP PROGRAM (LERCIP)

2008 SUMMER INTERNSHIP FOR COLLEGE STUDENTS

Program Description
This is an educational program that provides a summer opportunity for students interested in NASA and careers in science, technology, engineering, and mathematics. Internships of 10-week duration are available during the summer months at the NASA John H. Glenn Research Center (GRC). The internships are offered under the auspices of Lewis’ Educational and Research Collaborative Internship Program (LERCIP) and are a collaborative undertaking of GRC’s Educational Programs Office (EPO) and the Ohio Aerospace Institute (OAI). The LERCIP college component offers opportunities for graduating 2008 high school seniors through Ph.D. candidates.

To find out about other LERCIP internship opportunities that may be available and their deadline dates, visit one of the following Web sites: http://www.education.grc.nasa.gov/ or http://www.oai.org.

Program Goal
LERCIP provides students with introductory professional experiences to complement their academic programs and research interest under the guidance of a GRC scientist or engineer who serves as the student's mentor. The program is designed to provide experiences in a research and development environment in order to expand the student’s understanding of possible career choices that are available at NASA. Program activities include oral presentations at the LERCIP student symposium and a variety of enrichment activities.

Glenn Research Center
The NASA Vision—To improve life here, to extend life to there, to find life beyond. The NASA Mission—To pioneer the future in space exploration, scientific discovery, and aeronautics research. As one of NASA’s 10 field centers, the GRC at Lewis Field supports all NASA missions and the major programs of our Agency.

GRC works as a diverse team in partnership with government, industry, and academia to increase national wealth, safety, and security, protect the environment, and explore the universe. As NASA moves forward to fulfill the Vision for Space Exploration, Glenn is focusing on efforts related to Exploration Systems, such as technological advancements in spaceflight systems, aeropropulsion, space propulsion, power systems, nuclear systems, communication, and human research.

GRC is located in the Great Lakes region of Ohio and occupies a 350-acre site adjacent to Cleveland Hopkins International Airport. The Center comprises over 140 buildings that contain a unique collection of world-class facilities. NASA Glenn also includes the 6400-acre Plum Brook Station near Sandusky, Ohio. For more information, visit http://grc.nasa.gov.

Ohio Aerospace Institute
OAI is a private, nonprofit organization whose purpose is to advance aerospace-related capabilities through industry, university, and government collaboration. Such partnerships have led to critical solutions for aerospace applications, developed new technologies in medical science, created improved design and manufacturing and measurement systems, and provided educational enrichment and support to faculty and students. OAI is located next to the GRC west gate. For more information on OAI, visit http://www.oai.org.

Eligibility Requirements
Applicants must be U.S. CITIZENS, a full-time student in the fall of 2008, at least 16 years of age, and pursuing a baccalaureate or higher degree at an accredited college or university throughout the United States or Puerto Rico. College-bound graduating high school seniors or 2-year college students with demonstrable plans to pursue baccalaureate degrees are also eligible. Students must have a cumulative GPA of 3.0 or above on a 4.0 scale.
Program Requirements
Because of the program’s short duration and intensive requirements, no vacation time or summer day classes are allowed during the internship. If selected, the student must be present for the entire 5-day, 40 hour per week assignment (8 a.m. to 4:30 p.m., Monday through Friday) and is required to complete the entire 10-week tenure. It is MANDATORY that students start on one of the scheduled session dates (see below) to attend the orientation. NO EXCEPTIONS!

Application Information
Students seeking internships must submit an application to OAI. You will be sent a postcard or an e-mail (if provided) acknowledging receipt of your application.

Additional information may be obtained by contacting any of the following:

OAI       NASA GRC
E-mail: internships@oai.org   E-mail: intern@grc.nasa.gov
Telephone: (440) 962–3170, ext. 5006

Application materials must be received no later than January 31, 2008. Application materials received after the deadline will not be considered or processed. FAXED copies are unacceptable.

Selection Criteria
Selection in this program is very competitive and is based on the following:

• GRC organizational, programmatic, and budgetary commitments
• Academic level and relative coursework
• Performance background and research interests
• Student/mentor availability

Student Notification
STUDENTS SELECTED FOR INTERNSHIP POSITIONS will be notified by OAI of internship appointment via offer letter by April 15, 2008. Due to the large number of applicants, ONLY SELECTED STUDENTS ARE NOTIFIED.

Stipend Information
Students receive a biweekly stipend and the amount depends on the academic standing achieved by the student at the time tenure begins and must be supported by student’s transcripts. If selected, stipend details and program information will be provided in the offer letter. The normal statutory tax withholdings are taken—the tax portion withheld will depend on the tax forms submitted by participant. This program does not provide unemployment compensation to participants.

Academic standing: Freshmen/Sophomore $800  Junior/Senior $1000  Master/Doctoral Student $1200

Travel Reimbursement
One round-trip travel reimbursement will be provided to students whose city of permanent residence is more than 50 miles from Cleveland and who relocate for the program. Reimbursement is based on student’s permanent residence and shortest route. Mileage at .485 cents per mile will be paid to eligible students approximately 1 week after tenure begins.

Internship start dates for 2008

Session I:   May 19 to July 25
Session II:  June 2 to August 8
Session III: June 9 to August 15

Housing Accommodations
Students are responsible for making their own housing and travel arrangements. This program does not provide living expenses. If a list of short-term housing is desired, check the appropriate box on page 2 of the application and one will be provided. Please understand that the housing list has been assembled by OAI for your convenience. Accommodations on the list have not been checked and OAI does not advocate them over other accommodations you may find on your own. If selected for the program, you need to start your search for housing as soon as possible. Remember you are responsible for reviewing your lease agreement and addressing questions before signing.
Full legal name________________________________________ Date of birth________________________________________

Last name, suffix (e.g., Jr.) First Middle name Month/Date/Year (e.g., 11/23/1985)

Place of birth__________________________________________ Gender: □ Female □ Male

City, State, Country

U.S. Citizen □ Yes □ No Note: If U.S. citizen and born outside the United States or Puerto Rico you must provide the information requested below and if selected provide documentation prior to start date for offer to be finalized.

Naturalization no._______________________ Date issued_____________ Date expired________________

Passport no.___________________________ Date issued_____________ Date expired________________

YOU MUST PROVIDE BOTH ADDRESSES:

PERMANENT (HOME) ADDRESS: 

__________________________

City State

Please provide your nine-digit ZIP Code

ZIP Code_________________–_________________

Telephone no.: (______)_____________________

Alternate telephone no.: (_____)_______________

Permanent e-mail address: ____________________

Please check box below where you want any LERCIP correspondence sent

• Prior to April 15 □ Permanent home address □ School address

• After April 15 □ Permanent home address □ School address

SCHOOL NAME:

__________________________

Address: ____________________________

City State ZIP Code

Telephone no.: (_____)_____________________

School e-mail address: _____________________

If you are a graduating 2008 high school senior, you are considered a college freshman, and must list college(s) below that you have applied for or been accepted to.

1. __________________________ 2. __________________________ 3. __________________________

Your academic level as of Fall 2008*: __________________________ COLLEGE MAJOR: __________________________

□ College Freshman (13) □ College Senior (16)

□ College Sophomore (14) □ Master Student (17)

□ College Junior (15) □ Ph.D. Student (18)

Credit hours earned as of May/June 2008: ___________ Total credit hours required for graduation: ___________

Planned graduation date: ____________________________

Month/Date/Year (e.g., 11/23/2008)

Cumulative GPA out of 4.0*: ___________*Must be supported by school transcripts (minimum eligibility is 3.0 GPA)

Date received ____________________ PROGRAM USE ONLY

PR requirement $_________________

Date processed ____________________ □13 □14 □15 □16 □17 □18

Initials __________________________
PLACEMENT INFORMATION

Indicate below the discipline in which you would like to intern if positions are available. If choosing more than one discipline, indicate order of preference by numbering 1 through 3 with 1 being your first choice. Final student placement is determined by mentors’ assignment requests. No internships in Medicine or Veterinary Medicine are offered.

Accounting
Aero/Astro Engineering
Biological Science
Biomedical Science
Business Adm.
Ceramics
Chemical Eng.
Chemistry
Computer Eng.

Computer Science
Education
Electrical Eng.
Environmental Eng./Science
Graphics
Life Science
Materials Eng.
Mathematics
Mechanical Eng.

Metallurgy
Optics
Personnel
Physical Science
Psychology
Polymers
Procurement
Structural Eng.
Systems Eng.

Other Research Disciplines (be specific) ____________________________________________________________

Indicate session preference by checking appropriate box below:
☐ Session I: May 19 to July 25  ☐ Session II: June 2 to August 8  ☐ Session III: June 9 to August 15

Have you previously applied for or participated in a NASA program? ☐ Yes ☐ No  If no, skip to next question. If yes, check any of the following NASA programs you have previously applied for (A) or participated in (P) previously and indicate the year:

<table>
<thead>
<tr>
<th>(A)</th>
<th>(P)</th>
<th>Year</th>
<th>(A)</th>
<th>(P)</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC Engineering Technology</td>
<td>GRC N.A.S.A. Project</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC Exploring</td>
<td>GRC Shadowing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC High School</td>
<td>GRC TSU Collegebound</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC LERCIP College</td>
<td>FIRST</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC LERCIP Scholars</td>
<td>NASA SHARP</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td></td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>GRC NASA Plus</td>
<td>SEMAA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ Participant in other NASA Program: ______________________________________ Month/Year: ________
☐ Participant in other Non-NASA Internship Program: __________________________ Month/Year: ________
☐ Attended NASA Explorers School: ______________________________________ Month/Year: ________

How did you learn about the program?
☐ Faculty member or school official  ☐ Relative who works for NASA or NASA contractor
☐ Group visit to GRC
☐ Inquiry to NASA about summer opportunities  Name/relationship
☐ NASA Web site
☐ GRC Educational Programs staff Company name/area/organization
☐ GRC Educational Programs Web site
☐ Friend who participated in LERCIP
☐ You were a previous LERCIP participant
☐ OAI Web site
☐ Other (please specify) __________________________

Housing Information
If selected, do you need to be provided with the program’s short-term housing list? ☐ YES  ☐ NO
Do we have your permission to include your name and e-mail address in a listing to be sent to selected students interested in shared housing? ☐ YES  ☐ NO
(If selected, you need to start your search for housing as soon as possible)
ACADEMIC INFORMATION

Degree currently pursuing: □ B.A. □ B.S. □ M.S. □ Joint B.S./M.S. □ Ph.D.

Academic major: ___________________________  Academic minor: ___________________________

Will you be attending a different college/university next Fall? □ Yes □ No

If yes, check reason: □ Transfer student □ Graduating senior □ First year graduate student □ Ph.D. student

If yes, to which college/university? __________________________________________________________

City: ____________________ State: ____________ ZIP Code: ___________ Telephone no: (____)_____

All applicants must list anticipated winter/spring 2008 courses:

________________________________________ _______________________________________________

________________________________________ _______________________________________________

________________________________________ _______________________________________________

Specialized Skills Areas (Please indicate experience and skill level and indicate specific software and programs used.):

□ Desktop publishing, e.g., Pagemaker □ Database, e.g., SQL, MS Access □ Internet exploring

________________________________________ _______________________________________________

□ Web page design, e.g., HTML □ Computer graphics, e.g., Adobe □ Programming, e.g., C++, Java

________________________________________ _______________________________________________

□ Other: ________________________________________________________________

Academic honors/awards (include year of award)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Work experience (include year of employment)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________
STUDENT INTERNSHIP ESSAY

Please type or print in black ink only.

Student name (print): ________________________________ Date: __________

The purpose of this essay is to tell us why you want to intern at GRC and what you wish to accomplish during your internship. Areas to address: (1) What do you hope to gain from participating in the program, (2) How might this experience help you in your chosen field of study/future career, and (3) Describe any related activities that reflect your commitment to your major (e.g., internships, memberships in related organizations, special skills, etc.)
STUDENT CERTIFICATION
(Completion of form is required for processing of application.)

I certify, by my signature below, that I am a citizen of the United States of America and that all information contained in this application is accurate and correct. I further understand and agree that any misrepresentation or inaccurate information reported on my application will be cause for disqualification for consideration and from participation in LERCIP and other NASA and OAI programs. If selected to participate, I understand I must participate for the full duration of the program and failure to do so or abide by the program policies and requirements, safety and security policies, and completion of required program forms will result in the immediate termination of my internship and will be just cause for disqualification or consideration from future participation in LERCIP and other NASA and OAI programs.

I understand and acknowledge that participation in the program does not entitle me to unemployment compensation. Print your full name below and sign and date for acceptance. If under 18 years of age, parent or guardian must sign underneath student’s signature.

Full legal name (print):
First Middle name Last
Student Signature: __________________________________________ Date: __________
☐ Check here, if under 18 years of age. Parent/Guardian Name______________________________
Signature____________________________ Date: __________

Past LERCIP Participants Only
If you were a 2007 LERCIP participant, would you like to return to the same organization and mentor? ☐ Yes ☐ No

If yes, you are encouraged to contact the mentor and let him/her know that you have applied for the program and if summer positions are available in his/her respective organization, you would like to be considered. Remember there is NO GUARANTEE of a position, as organizational, budgetary and staff needs change each year.

References
You must provide two references other than the faculty/teacher providing your recommendation for the program.

1. __________________________________________ (____)______________________________
   Name Title Telephone no.

2. __________________________________________ (____)______________________________
   Name Title Telephone no.
STUDENT INFORMATION

Name (print): _____________________________________________ Gender: □ Female  □ Male

Program you are applying for: **LERCIP COLLEGE**

In order to determine the degree to which members of each ethnic and racial group are reached by this announcement, NASA requests that the student check the appropriate block(s) below. Submission of this information is **VOLUNTARY**. The information solicited on this form will not be available to those responsible for reviewing applications, but will be used by OAI and NASA primarily to determine the extent to which various populations are represented in the applicant pool. This information will remain **strictly confidential**.

Please complete and return with application materials.

**Ethnic background** (check appropriate box below)

- □ American Indian or Alaska Native (Non-Hispanic)
- □ Asian (Non-Hispanic)
- □ Black or African-American (Non-Hispanic)
- □ Hispanic/Latino(a)
- □ Native Hawaiian or Pacific Islander (Non-Hispanic)
- □ Two or more races
- □ White (Non-Hispanic)

Individual with a disability*  □ Yes  □ No

Please list any special accommodations required:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

* A person having a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment.
Applicant, fill in your name on the endorsement form, separate it from the application form, and give it along with the enclosed envelope (or a plain white envelope) to the teacher or faculty member you are asking to provide a recommendation based on your academic ability and interpersonal skills. Because the endorsement letter is a requirement of the application package, you are encouraged to set a predetermined date with the faculty member of when you can pick up the endorsement or verify it was sent in.

**LERCIP FACULTY/TEACHER ENDORSEMENT**

**Must be a current instructor in applicant’s area of expertise**

Student’s name: ________________________ School: ________________________________

The above-named student is applying for a summer internship at NASA GRC. If selected, the student will be given the opportunity to work with GRC staff in a professional environment. Please provide your endorsement of the student in the space provided below or attach a separate letter. Be sure to address the following areas: Student’s potential to contribute and benefit from the experience, academic interests, maturity, and commitment to completion of assignments.

☐ YES, I recommend the student for the program  ☐ NO, I do not recommend the student for the program

Printed name: __________________________________________ Telephone no.: (____)______

Signature: _____________________________________________ Date: __________________

Title/Department: ________________________________________

Address: _______________________________________________

City    State       ZIP Code:  ________________

E-mail address: __________________________________________

**IMPORTANT**: To be eligible for the program a student must have a teacher submit an endorsement with his/her application. It must be received no later than January 31, 2008. The student should return this endorsement in a sealed envelope with their application materials. If the endorsement is sent separately, mail it to the following address: Ohio Aerospace Institute (OAI), Attention: LERCIP, 22800 Cedar Point Road, Cleveland, OH 44142.
APPLICATION REMINDERS

Before submitting this application, you should review it thoroughly. Special attention should be given to eligibility requirements, dates, and deadlines. Be sure that you have supplied all information and materials requested. You are encouraged to keep a copy of your completed application package, as we are unable to return any application materials submitted for the program.

APPLICATION CHECKLIST (check off when completed):

☐ 1. 2008 College Student Application Form—completion of all pages
   ☐ a. Applicant Information (page 1)
   ☐ b. Placement Information (page 2)
   ☐ c. Academic Information (page 3)
   ☐ d. Internship Essay (page 4)
   ☐ e. Student Certification (page 5, signed and dated)
   ☐ f. Student Information (page 6)

☐ 2. Teacher/Faculty Endorsement Form (Return in sealed white envelope, be sure student’s name is printed across the front of the envelope. Photocopies of this form are not required. Form must be received by January 31, 2008, for student to be eligible for consideration for the program.)

☐ 3. School Transcripts (Attach one copy of your current transcript of courses completed.) Transcript must include final grades, cumulative GPA, and credit hours taken to date through 2007 fall semester/quarters. Photocopying your original transcript for application copies is acceptable. Unofficial school photocopies are also acceptable. Handwritten or computer-generated report cards are unacceptable.

☐ 4. Original, signed application PLUS three complete copies of application.
   Applications that do not have the required copies are considered INCOMPLETE and will not be processed.

Mail your completed application package to

OHIO AEROSPACE INSTITUTE (OAI)
22800 CEDAR POINT ROAD
ATTN: LERCIP
CLEVELAND, OH 44142

Should you have any questions, contact
Ohio Aerospace Institute (OAI)
Telephone: (440) 962–3170, ext. 5006
E-mail internships@oai.org

PLEASE BE ADVISED THAT ANY APPLICATION OR APPLICATION MATERIALS RECEIVED AFTER THE DEADLINE DATE, JANUARY 31, 2008, WILL NOT BE PROCESSED AND ARE CONSIDERED INELIGIBLE—NO EXCEPTIONS!

www.nasa.gov