

DEVELOP

NATIONAL PROGRAM

Guidelines for Application

Who is Eligible to Apply to DEVELOP?

Individuals interested in furthering their experience in the Earth sciences and remote sensing, including currently enrolled students, recent graduates, early career professionals, and transitioning career professionals.

General Eligibility Requirements:

- Strong interest in Earth science and remote sensing
- At least 18 years of age by the start of the term for which you are applying
- Minimum 3.0 GPA on a 4.0 scale at current school (or last school for those not presently enrolled)
- Ability to provide personal transportation to and from the DEVELOP location
- U.S. citizenship is required to apply to some DEVELOP locations (refer to the [Apply Page](#) on the website for locations able to accept non-U.S. citizens)

Each applicant must also meet the below additional requirements specific to their applicant classification:

- **Currently Enrolled Student:** Students currently enrolled in school (high school, community college, college, or university); open to all majors and education levels
 - *U.S. Citizens:*
 - Evidence of enrollment at a school (copy of unofficial transcripts)
 - *Non-U.S. Citizens:*
 - Evidence of enrollment at a U.S. accredited university or college located in the United States (copy of unofficial transcripts)
 - If selected – proof of approved CPT authorization approving your participation in the program for the duration of the term to which you are applying
- **Recent Graduate:** Individuals who graduated with a degree (high school, Associates, Bachelors, Masters, or PhD) within the past two years; open to all majors
 - *U.S. Citizens:*
 - Evidence of successful completion of a degree (transcript reflecting graduation date)
 - *Non-U.S. Citizens:*
 - Evidence of successful completion of a degree at an accredited university or college in the United States (transcript reflecting graduation date)
 - If selected – proof of approved OPT authorization approving your participation in the program for the duration of the term to which you are applying
- **Early Career Professional/Transitioning Career Professional:** Individuals out of school for more than two years at the start of the term to which they are applying; includes individuals who are early in their career, transitioning to a new career field, or returning to the workplace after an absence
 - *U.S. Citizens:*
 - Evidence of successful completion of a degree (transcript reflecting graduation date)
 - *Non-U.S. Citizens:*
 - Evidence of successful completion of a degree at an accredited university or college in the United States (transcript reflecting graduation date)
 - If selected – proof of approved OPT authorization approving your participation in the program for the duration of the term to which you are applying or legal permanent resident status

Which Application Should I Fill Out?

- **New Candidate Application** – this should be completed by:
 - Applicants who have never applied to DEVELOP before
 - Applicants who have applied before, but were not selected
 - Applicants who were previously selected, but declined their selection and did not participate in DEVELOP
- **Previous Candidate Application** – Applicants who were previously selected and participated in the DEVELOP National Program at one of the locations. This application focuses on the experience the applicant had during their time at DEVELOP.

Online Application Submission Guidelines:

To submit your online application, you must complete the following sections:

1. Applicant Agreement
2. Personal Information
3. Location Preferences
4. Education Information
5. Work Experience
6. Interests and Skills
7. Essay Questions
8. Transportation and Housing
9. Documentation
 - a. Upload Formal Resume and Unofficial Academic Transcripts
 - b. Provide Recommender Names and Contact Emails (New Candidate Application Only)
10. Final Step – Click the “Submit Application” Button

Once you submit your application, you will receive an email confirming your submission.

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

Initiated applications may be saved as a draft for future completion by moving in between the tabs of the application. All submissions must be completed and submitted by the application deadline. Late submissions will not be considered. Applicants may review their application status by logging onto the online application system.

Application Resources:

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

DEVELOP National Program: <https://develop.larc.nasa.gov>

NASA Applied Sciences Program: <http://appliedsciences.nasa.gov>

NASA Capacity Building: <http://appliedsciences.nasa.gov/programs/capacity-building-program>

NASA Earth Science Division: <https://science.nasa.gov/earth-science>

NASA Science Mission Directorate: <https://science.nasa.gov>

DEVELOP’s YouTube Channel: <https://www.youtube.com/user/NASADEVELOP>

Letters of Recommendation (New Candidate Application Only)

Two letters of recommendation are required, preferably from an academic and professional source. Two academic letters are acceptable if necessary.

Applicants will list the names and email addresses of at least two recommenders. Once the applicant submits their application, the recommenders will automatically receive an email providing instructions for writing and submitting their letter directly to the DEVELOP National Program Office via email. Letters are due two weeks after the application window closes.

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

Note: When at least two letters of recommendation have been received by DEVELOP, your application status will be updated from "Submitted" to "Completed." However, this is a manual process and may not happen immediately.

International Applicants (Non-U.S. Citizens)

International applicants must be currently registered at, or recently graduated from, an accredited college or university located in the United States. Acceptances for international applicants are conditional upon proof of an approved CPT/OPT allowing them to legally work within the U.S. Applicants who do not meet these requirements are not eligible to participate in the DEVELOP Program.

DEVELOP does not sponsor visa applications or file petitions with U.S. Immigration. International applicants are only eligible to apply to some DEVELOP locations. Please refer to the [Apply Page](#) on the website for locations able to accept non-U.S. citizens).

Selection Process

The DEVELOP National Program provides selected participants an opportunity to perform research under the guidance of mentors, who are accomplished professional research staff and management. If selected, you will be classified as a part-time, temporary employee.

Applications are reviewed by the DEVELOP National Program Office and the location(s) the applicant selected. If an applicant selects one or both options to be reviewed by any NASA Center location or Regional location, their application may also be reviewed by locations the applicant did not select.

Applicants selected for an interview will be contacted to arrange a day and time. Interviews will be conducted in person (when possible) or over the phone. Interviews will be conducted by one or more members from the DEVELOP Program and may include mentors and center management team members. The DEVELOP application and selection processes are managed on behalf of NASA by contractors.

After the review process is complete and selections are made, each applicant will receive a notification via email regarding the outcome of the selection decision.

Please check the [Apply Page](#) and [Questions Page](#) on the DEVELOP website 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 or (757) 864-3761.