

## **Student Career Experience Program (SCEP)**

### **Purpose**

To provide students a planned, progressive career related employment program which gives students a mix of academic study and on-the-job experience.

### **Eligibility Criteria**

Must be a U.S. citizen. Noncitizens may qualify in the absence of interested, qualified U.S. citizens if they are permitted by the Agency's appropriations act and are eligible to work under U.S. immigration laws.

*U.S. citizenship is required for conversion to permanent employment.*

Must be at least 16 years of age and a student enrolled or accepted for enrollment to obtain a diploma, certificate, degree, etc.

Must be taking at least a half-time course load at an accredited high school, technical or vocational school, 2 or 4 year college or university, graduate or professional school.

Must be pursuing an academic field related to the position being filled.

Must be actually attending a qualifying school vs. taking a correspondence course

The (minimum) 640-hour work requirement must be completed prior to or concurrently with the completion of course requirements for degree.

### **Types of Positions**

The majority of SCEP positions are in the natural resources fields. However, students are hired from a wide variety of academic disciplines.

### **Grade Levels**

May be appointed up to the GS-9 level, or wage grade equivalent, based upon their qualifications.

Persons in doctoral or professional degree programs are eligible for appointment up to GS-11, based upon their qualifications.

### **Appointment Status**

Excepted appointment under 5 CFR Schedule B, 213.3202 (b).

### **Conversion to Career-Conditional**

Eligible for noncompetitive conversion to the competitive service within 120 calendar days after completing their academic course and work requirements.

### **Qualification Requirements**

Must meet the requirements set in the Qualification Standards for General Schedule Positions or the X-118C.

### **Employee Benefits**

Eligible for retirement, health benefits, and life insurance.

Accrue annual and sick leave

## **Student Temporary Employment Program (STEP)**

### **Purpose**

The primary reason for employing students in this program is to accomplish project work and at the same time provide an opportunity for students to explore careers in the Forest Service.

### **Eligibility Criteria**

Must be a U.S. citizen. Noncitizens may qualify in the absence of interested, qualified U.S. citizens if they are permitted by the Agency's appropriations act and are eligible to work under U.S. immigration laws.

Must be at least 16 years of age and a student enrolled or accepted for enrollment to obtain a diploma, certificate, degree, et..

Must be taking at least a half-time course load at an accredited high school, technical or vocational school, 2 or 4 year college or university, graduate or professional school.

### **Types of Positions**

The majority of STEP positions are technical and field-going. However, students are hired from a wide variety of academic disciplines into a variety of positions.

### **Grade Levels**

May be appointed up to the GS-9 level, or wage grade equivalent, based upon their qualifications.

Persons in doctoral or professional degree programs are eligible up to GS-11, based upon their qualifications.

### **Appointment Status**

Excepted appointment under 5 CFR Schedule B, 213.3202 (a).

### **Conversion to Career-Conditional**

No conversion opportunity. Must meet the requirements set in the Qualification Standards for General Schedule Positions or the X-118C.

NOTE: May be converted to a Student Career Experience Program (SCEP) position if one is available and the student meets the criteria for the SCEP. Service as STEP may count toward service requirements for SCEP.

### **Employee Benefits**

Not eligible for retirement, health benefits, and life insurance, but is eligible for health benefits after 1 year of continuous service. Employee must pay government and their share of the premium.

Accrue sick leave. Accrue annual leave, if appointment is for more than 90 days.