

## Post Application Process

It is strongly advised to contact references beforehand to let them know you will be listing them and requesting an electronic reference letter. *Important note: "hard copy" reference letters are not accepted* since they must be available electronically as part of your application for mentors' review. If your reference letter writer needs to receive duplicate instructions, log into your application in the application database and resubmit the reference letter writer's contact information. When you submit the update, the database system will automatically regenerate an e-mail sending instructions again.

Once you have applied, you may want to visit the Division of Intramural Research website at <http://www.niehs.nih.gov/intramural> to review the various laboratory research program descriptions. If any are of particular interest, contact those labs directly to make them aware of your application and interest in their research (include a copy of your resume and a statement of your research interests). Indicate you would appreciate their consideration of your application if they are hiring a Summers of Discovery program participant.

NIEHS mentors will begin reviewing the electronic applications after March 1 and will then indicate their selections after talking with applicants. An informal e-mail notice of "acceptance" will be sent to selected applicants once mentors have indicated their selections to Ms. League. A formal offer letter will follow later from the NIEHS Human Resources or the Division of Intramural Research Office as appropriate re student, teacher or faculty appointments.

## Salary/Stipend

Student, teacher, and faculty salaries/stipends range is competitive and will be commensurate with individual education/experience levels. Please visit the website for specific salary/stipend information at <http://www.niehs.nih.gov/summers> (see Salary/Stipend section). Proof of health insurance is *required*; however, insurance is *not* offered/provided by the Institute (*no exceptions*).

## Housing/Transportation

Unfortunately, housing and transportation *are not provided* by NIEHS. However, for your information, a few possible local resources are provided for you on the website at <http://www.niehs.nih.gov/summers> (see Housing and Transportation section).

## Frequently Asked Questions (FAQ)

Please visit the FAQ section of the website for additional background information. If you have questions after reviewing this information, interested participants may feel free to contact us.

## Contact Information

Ms. Charle League  
Coordinator, Summers of Discovery  
and Special Programs  
DIR/NIEHS/NIH (B2-05)  
P.O. Box 12233  
Research Triangle Park, NC 27709-2233

E-mail: [league@niehs.nih.gov](mailto:league@niehs.nih.gov)  
Phone: 919-541-5741

It is also advisable to refer to the Summers' website for most up-to-date information before applying.

**NIEHS Summers of Discovery:**  
<http://www.niehs.nih.gov/summers>

**NIEHS Division of Intramural Research (Laboratory Overviews/Descriptions):**  
<http://www.niehs.nih.gov/intramural>

**NIH Application Site:**  
<http://www.training.nih.gov>  
(Select Student then Summer Internship Program in Biomedical Research)

The NIEHS is building a culturally diverse community and strongly encourages applications from female and minority candidates as well as persons with disabilities. The Institute, NIH and DHHS are Equal Opportunity/Affirmative Action Employers. NIEHS is a Smoke-Free Environment. Smoking is not allowed in any NIEHS building.



# Summers of Discovery at NIEHS



**NIEHS**  
National Institute of  
Environmental Health Sciences

PO BOX 12233 • Research Triangle Park, NC 27709  
Phone: 919.541.1919 • [www.niehs.nih.gov](http://www.niehs.nih.gov)

Printed on Recycled Paper

Updated January 2008

## Background

The Summers of Discovery program at the National Institute of Environmental Health Sciences (NIEHS) is part of the larger National Institutes of Health Summer Internship Program in Biomedical Research (NIH SIP).

NIEHS is one of 20 institutes at the NIH. However, unlike most of the other NIH institutes, the **NIEHS is located in Research Triangle Park, North Carolina**. NIEHS takes a leadership role in science research and education. Scientists at NIEHS are committed to sharing with students and educators the intensity, excitement, sense of discipline, and tremendous satisfaction that careers in science can impart to those who pursue them.

To this end, the Division of Intramural Research (DIR) established the Summers of Discovery Program for which internships are given to outstanding high school, college undergraduate and graduate students interested in pursuing careers in the biomedical/biological sciences. Scientific disciplines within the DIR include but are not limited to bioinformatics, biophysics, cancer biology, clinical research, computer modeling, DNA repair, epidemiology, gene regulation, genetics, molecular toxicology, neuroscience, pharmacology, pulmonary biology, reproductive and developmental biology, risk assessment, signal transduction, and statistics.

Participants are selected by Intramural scientific mentors and are expected to spend a minimum of 8 consecutive weeks, full-time (between May through September) working on a research project that entails exposure to the latest biochemical, molecular, and analytical techniques in that field. The specific timeframe of the research internship is decided between the participant and the research mentor dependent upon their mutual summer schedules. Brief excused absences are permitted (hours to couple days—no vacation periods) again at the mentors' discretion. It is preferred whenever possible that interns are working during the months of June and July but again that is at the discretion of the mentors and interns schedules. The research mentoring experience is supplemented by a series of seminars and workshops featuring some of the Institute's leading researchers and staff. Collectively, the seminars give the summer participants a good overview of environmental health sciences as practiced at NIEHS.

There is also a poster session at the end of the summer (usually the last Wednesday of July) where participants prepare an abstract and poster to display the results of their research efforts and respond to questions as though they were participating in a national scientific society meeting. This is an excellent growth experience and learning tool.

## Program Requirements

- Applicants *must* be a U.S. citizen or permanent resident (*students and faculty, no exceptions*).
- Currently enrolled, full-time or part-time (at least half-time) in a degree granting program in high school, college, graduate or professional school (e.g., medical, dental, etc.). If you are a graduating senior, you must be enrolled in an upcoming fall semester at the next higher level of education.
- Good academic standing.
- A strong interest or pursuing studies in disciplines related to biomedical research, including the biological, chemical, physical, behavioral and computational sciences, and biomedical engineering.
- At least 16 years old upon entry on duty/start date (*no exceptions*).

## Application Process

### Students

To apply, fill out an online application at <http://www.training.nih.gov>, for the NIH Summer Internship Program in Biomedical Research (SIP). This electronic application site typically opens in mid-November annually. Complete all applicable blocks of information:

- **A brief cover letter** (including your name, mailing address, phone number, current school and grade or classification in school) describing academic plans for the fall, your interest in the biomedical sciences, and reasons for seeking a summer research position. Graduating seniors, both high school and college, will have to provide proof of admittance for the upcoming fall semester to an academic program at the next higher level. *"Terminal" bachelor or masters degree students are not eligible for this program.* To ensure your package is appropriately assigned for consideration in the NIEHS Summers of Discovery program, please indicate your interest in this program in your application. Failure to do so may result in your application not receiving

appropriate consideration by NIEHS mentors. It is strongly suggested that you spell check and review all your information carefully for accuracy (have a friend or mentor review as well).

- **A resume** (be sure to include research activities, honors, awards, and any other relevant accomplishments).
- **A listing of *current* coursework grades** from the school you are attending. (An official transcript is only requested if/when selected/offered a position).
- **Two reference letters of recommendation** preferably from individuals having direct knowledge of your scientific interests and abilities (e.g., science and/or mathematics faculty, etc.). Approach your reference letter writers early with your verbal request and be sure their contact information is listed accurately in your application. An auto-generated e-mail requesting your recommendation letter will be e-mailed with specific instructions as to how to submit it electronically (both reference letters should be submitted by March 1 receipt date). Be as enthusiastic as possible in your cover letter. Include any honors/awards, high GPAs, or other information relevant to your background. Provide as much applicable information as possible to enhance your application and convey your interest in science.

The above materials must be **submitted/posted online by March 1st** to receive consideration for the following summer. Individual applications may be updated/revised at any time up until March 1 during that year's application process. If you have previously applied, you must fill out a new application and provide new reference letters each year.

### Teachers/College Faculty

Additionally at NIEHS, teachers and college faculty are also eligible to apply for the Summers of Discovery program. As most other NIH Institutes do not accept teachers and college faculty, please submit a cover letter, a statement of research interest(s) and your resume or CV directly to Ms. Charle League. A confirmation letter of employment from your institution is also requested of college faculty. Whether applying by e-mail or surface mail submission, your application must be submitted by March 1st. If you have applied before, you must submit a new application each year. (See Ms. League's applicable contact information listed on last page.)