

DeCA Pathways Intern Program

The Internship Program is targeted toward students enrolled in a wide variety of educational institutions from high school to graduate school and professional school levels. It provides students with opportunities to explore Federal careers while being paid for the work performed.

General Eligibility Requirements

- ✓ Must be 16 years or older.
- ✓ Must be enrolled in a degree-seeking program at an accredited academic institution.
- ✓ Must be enrolled on a half-time basis, as defined by the school.
- ✓ Must have at least a 2.0 cumulative GPA.
- ✓ Must be in good academic standing.

Temporary DeCA Pathways Intern

Interns are appointed temporarily not to exceed 1 year in order to complete temporary projects, to perform labor-intensive tasks not requiring subject matter expertise, or to fill traditional summer jobs.

- Nature of the work should be related to the students' academic program or career goals.
- Requires a Participant Agreement between DeCA and the Intern.
- Temporary DeCA Pathways Intern cannot convert to a permanent position noncompetitively.

DeCA Pathways Intern

Interns will be appointed for an initial period expected to last more than 1 year. Appointments are not required to have an end date however; agencies are required to specify an end date of the appointment in the Participant Agreement with the Intern.

- Nature of the work should be related to the students' academic program or career goals.
- Requires a Participant Agreement between DeCA and the Intern.
- Student must complete 640 hours of career-related work at DeCA.
- Term lasts the duration of education program.
- Completion of the educational program is accomplished in a reasonable timeframe.
- After successful completion of education, the DeCA Pathways Intern (who is a U.S. citizen) may be converted noncompetitively to Federal career service.

Conversion Requirements

DeCA Pathways Interns may be noncompetitively converted to a term or permanent appointment in the competitive service if they have:

- ✓ Completed at least 640 hours of work experience acquired through the Internship Program.
 - Waived to 320 hours of career-related work experience if the Intern demonstrates outstanding academic achievement **and** exceptional job performance. The overall GPA of 3.5 or better **and** a rating of higher than fully successful or equivalent.
- ✓ Completed a course of academic study, within 120-day period preceding the appointment, at a qualifying educational institution conferring a diploma, certificate, or degree.
- ✓ Received a favorable recommendation for appointment by an official of the agency
- ✓ Met the OPM Qualification Standard for the position to which the Intern will be converted.