

PROJECT COLLABORATORS



**LSMRCE**

Louis Stokes Midwest Regional  
CENTER OF EXCELLENCE

**Fermilab Student  
Internships**

CONNECT WITH US

**Deb Cole**, Center Project Manager  
[cole22@iupui.edu](mailto:cole22@iupui.edu)  
317-278-4753

**Find us online!**  
<http://LSMRCE.org>

 @LSMRCE

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This project is supported by the National Science Foundation  
award numbers HRD-1826719 (CSU) and HRD-1826626  
(IUPUI) (2018-2023).

# ABOUT FERMILAB & SIST PROGRAM

LSMRCE has partnered with Fermi National Accelerator Laboratory to provide underrepresented minority students (URM) in STEM the opportunity to work with scientists and engineers at the nation's preeminent high energy physics laboratory.

## ABOUT FERMILAB

- Fermi National Accelerator Laboratory (a.k.a. Fermi or Fermilab)
- US Department of Energy national laboratory specializing in high-energy particle physics
- Located in Batavia, IL

## ABOUT FERMILAB SIST PROGRAM

- Summer Internship in Science and Technology (SIST) program for undergraduate college students, established in 1971
- Goal is to provide underrepresented minority students in STEM professionalization opportunities through a 12-week summer research internship. ALL STUDENTS, REGARDLESS OF ETHNICITY, ARE WELCOME TO APPLY.

## HOW MANY INTERNSHIPS ARE AVAILABLE?

- [3 for LSMRCE Partner Schools](#)
- [3 for Midwest LSAMP Alliances](#)



# SUMMER INTERNSHIP in SCIENCE & TECHNOLOGY (SIST)

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## ELIGIBILITY

- Undergraduate sophomore or junior at time of application
- 4-year U.S. college or university enrollment
- 3.0 grade point average or above on a 4.0 scale
- Eligible to work in the United States
- Majoring in physics, engineering (mechanical, electrical and computer), materials science, mathematics, and computer science

## APPLICATION REQUIREMENTS

- Online application
- Unofficial transcript
- Two letters of recommendation

## DETAILS

<https://lsmrce.org/students/fermilab-sist-program.aspx>



# WHAT ARE THE REQUIREMENTS?

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## PARTICIPATION REQUIREMENTS

### Complete Responsibilities & Expectations contract

- Attend and participate in all Fermilab internship activities
- Attend and participate in LSMRCE onboarding and off-boarding activities
- Participate in LSMRCE student questionnaires as requested
- Attend and participate in LSMRCE 2019 Annual Conference



# IMPORTANT STUFF: Key Websites and Dates

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## KEY WEBSITES

- SIST General Information:  
<http://internships.fnal.gov/summer-internships-in-science-and-technology-sist/>
- SIST Information for Students:  
<http://diversity.fnal.gov/sist/students/>
- SIST Information for Faculty:  
<http://diversity.fnal.gov/sist/faculty/>



## KEY DATES

- **Dec 2, 2019:** Application window opens
- **Feb 3, 2020 at 4p CT:** Application deadline
- **March 2, 2020:** Students selected by Fermi
- **May 20-Aug 3, 2020:** 12-week program



# BENEFITS & DELIVERABLES: What do I get out of this experience?

## INTERNSHIP BENEFITS

- Interns are hired as employees of Fermilab
- Interns receive a weekly stipend
- Interns receive RT transportation from home to Chicago
- Interns receive transportation to/from Fermilab each working day
- Interns are mentored by Fermilab researchers and internship facilitators, as well as, LSMRCE mentors.

## DELIVERABLES

- Attendance at the Undergraduate Lecture Series
- Presentation abstract (150 words)
- Oral presentation
- Poster presentation
- Written research project report
- Presentation at LSMRCE Conference
- Panelist at LSMRCE Conference



# SUPPORT: We are here to support you through the process!

## APPLICATION & INTERVIEW PREP SUPPORT

- Application material review and feedback
- Mock interview practice

## INTERNSHIP SUPPORT & BEYOND

- In-person onboarding at Fermilab prior to start of internship
- Virtual weekly touch plan
- In-person off-boarding at Fermilab during last week of internship



## Professional Development Mentors

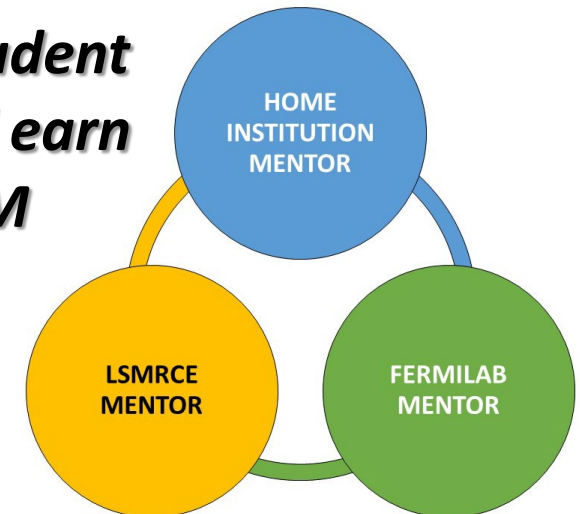


Dr. Pam Shaw



Brian Thomas

***100% of student interns will earn an UG STEM degree***



# SIST INTERNSHIP NEXT STEPS: What Now?

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1. Contact Deb Cole at [cole22@iupui.edu](mailto:cole22@iupui.edu) or 317-278-4753 and indicate your interest in applying. Provide your name, school or alliance, major, and grade.



2. Request letters of recommendation from two faculty mentors.



3. Complete a draft application form for review and feedback.

ONLINE RESOURCES: <https://iu.box.com/v/FermiAppResources>

- Application Questions
- Application Checklist
- Requesting a Letter of Recommendation
- Copy of this presentation







**BRIAN THOMAS**  
KIPNSPIRE GROUP ■

# EMAIL REQUEST: How to ask for a letter of recommendation

RESPECTFUL  
SALUTATION

Dear Dr. Shaw –

STATE WHAT  
YOU ARE  
ASKING FOR

I am reaching out to see if you would be willing to serve as a reference for me. I am applying to the Summer Internship in Science and Technology (SIST) program for undergraduate students at Fermi National Accelerator Laboratory. Here is the website for more information: <http://diversity.fnal.gov/sist/faculty/>

DESCRIBE THE  
INTERNSHIP

This paid internship will provide me a 12-week summer research experience at a national Department of Energy laboratory that specializes in high-energy particle physics. My academic preparation in materials science and my experience working with you on the project in E321 makes me an excellent candidate. In addition, I have an interest in research and would like to pursue a master's or Ph.D. in my field.

WHY YOU ARE A  
GOOD CANDIDATE

POLITELY ASK

Please let me know if you would be willing to write a letter of recommendation for me for this internship.

GIVE DEADLINE

**Letters of recommendation must be received by January 29, 2019** to be included in my application package.

SAY THANK YOU

Thank you in advance for your consideration.

Sincerely,

PROVIDE YOUR  
INFORMATION

Deb Cole, BS Materials Science Major, Class of 2020

[Cole22@iupui.edu](mailto:Cole22@iupui.edu)

317-278-4753



## DISCLAIMER

Any opinions, findings and conclusions, or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the National Science Foundation. LSMCE does not discriminate based on gender age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation.



# QUESTIONS?


# THANK YOU!



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