

# Student Internship Programs

The Student Internship programs represent a significant and integral part of our total recruiting strategy for trained scientists, engineers, administrators, and technicians at all degree levels. Undergraduate and graduate students enrolled in science, math, engineering, technology, business, and CIS/MIS disciplines are provided the opportunity to integrate their academic program with work-related experience. Internships are designed to:

- give students practical work experience and a chance to improve skills
- offer students training and experience in the operation of state-of-the-art equipment and instruments
- provide students financial assistance with temporary employment
- increase access to underrepresented students upon graduation
- identify outstanding graduates for possible full-time employment
- provide meaningful contributions to Sandia's workforce.

## High School and College Internships

Students typically work 40 hours per week during the summer. During the school year, graduate students can work a maximum of 30 hours per week; undergraduate and high school students can work a maximum of 25 hours per week. Local high school students who are at least 16 years of age are eligible to participate in Sandia's internship programs.

## Cooperative Education (Co-op)

Assignments are available for graduate and undergraduate students providing on-the-job experience in their field of study. Co-op students may earn course credit during the period of work while enrolled in an established co-op program at participating universities.

*...the opportunity to integrate their academic program with work-related experience.*



academic.integral



*additional Internship*

## Eligibility Requirements (Co-op):

- Full-time enrollment at an accredited university or college in an engineering, science, or business-related major. Full-time is considered at least 12 credit hours for undergraduates and nine credit hours for graduates.
- **NM:** A minimum cumulative GPA of 3.2 for business and technical intern assignments and of 2.5 for clerical and laborer intern assignments.
- **NM:** Junior-college level students and above must work in a field related to their Sandia-focused degree.
- **CA:** A minimum cumulative GPA of 3.2 for undergraduate interns and 3.5 for graduate interns.

## When and How to Apply

### New Mexico site:

- Submit a resume through our website:  
[www.sandia.gov/employment](http://www.sandia.gov/employment)
- For optimal opportunities, apply for summer internships by mid November of the year before desired employment. However, you may submit your resume anytime throughout the year for year-round or summer student internships.
- Submit your resume for Co-op employment through your University's Co-op Program Office a minimum of three months prior to the work term you want to begin your co-op.

To find out more about our student internships and Co-op program, visit:

[www.sandia.gov/employment/special-prog](http://www.sandia.gov/employment/special-prog)

We're looking for people to help us  
change the world.

To get additional information and for  
current job opportunities, visit  
[www.sandia.gov/employment](http://www.sandia.gov/employment)

To find out more about our  
internships, co-ops, and  
faculty programs, visit:

[www.sandia.gov/employment/  
special-prog](http://www.sandia.gov/employment/special-prog)



### California site:

- Submit a resume through our website:  
<http://education.ca.sandia.gov>
- For optimal opportunities, apply for summer employment by January 31 of the year of desired employment. However, you may submit your resume anytime throughout the year for year-round or summer student internships.
- Apply for Co-op employment through your university's Co-op Program Office a minimum of three months prior to the work term you want to begin your Co-op.



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