

# NASA EarthRISE Developers Academy – Online Application Guidelines

## Who is Eligible to Apply?

There is no standard EarthRISE Developers Academy participant. The Academy is an interdisciplinary activity, so we accept participants with experience in a variety of fields, as well as from different phases of their career. This includes currently enrolled students, recent graduates, early career professionals, and transitioning career professionals. Applicants with demonstrated skills in Earth and environmental sciences, remote sensing, geographic information systems (GIS), planetary and/or computer science are encouraged to apply.

## General Eligibility Requirements:

- At least 18 years of age by the start of the term for which you are applying
- Demonstrated skills and experience in Earth and environmental sciences, remote sensing, GIS, planetary science and/or computer science
- U.S. citizenship or Legal Permanent Residence (LPR) is required to apply to any in-person or virtual EarthRISE Developers Academy opportunity
- Minimum 3.0 GPA on a 4.0 scale (either cumulative or most recent) from the current or most recent institution of higher learning
- Ability to work 25-29 hours per week for the duration of the 10-week term during regular business hours for each location (typically 9am - 5pm Monday through Thursday)
- For in-person opportunities: Participants must have the ability to provide personal transportation to and from the work location
- For virtual opportunities: Participants must reside and work within the 50 U.S. states or Washington, D.C. for the entire term; remote work from U.S. territories or outside the U.S. is not permitted

Each applicant must also meet the below additional requirements specific to their applicant classification:

- **Currently Enrolled Student:** Students who are currently enrolled at a U.S. accredited community college, undergraduate or graduate college or university. Open to all majors. *Must provide evidence of enrollment at an accredited U.S. school (acceptance letter or current unofficial transcripts).*
- **Recent Graduate:** Individuals who have graduated with an undergraduate or graduate degree from a U.S. accredited college or university. *Must provide evidence of an awarded degree from a college or university (diploma or transcript showing graduation).*
- **Early Career Professional/Transitioning Career Professional:** Individuals who are pursuing further experience in the Earth sciences and remote sensing, transitioning to a new career field, and/or have at least two years of work experience in a professional environment (including transitioning/recently transitioned veterans from the U.S. Armed Forces)

## **Online Application Submission Guidelines:**

To submit your online application, you must complete the following:

1. Complete the applicant profile section and click “Save Changes.”
2. Complete and submit the eligibility questions to determine your eligibility.
3. If you are eligible for the program based on your responses to the eligibility questions, a link for the application will be provided at the bottom of the page. Once you click the link, you are taken to the application portal to complete your application. If you do not see a link, then you are currently not eligible to apply.
4. Complete the application section and click “Save Changes.”
5. Complete the short essay questions section and click “Save Changes.”
6. Applicants will then complete the Recommendation section and click “Save Changes” (ensure ALL stages are marked as “Complete”).
7. The voluntary information section is optional.
8. **Once all stages are marked as “Complete,” applicants must click the green “Submit” button at the top of the page to completely submit their application prior to the deadline.**
9. Applicants will receive a confirmation email when a “Draft” application has been started, and a final email once the application has been successfully “Submitted.”

Please complete the application thoroughly. Failure to provide complete answers may affect the review and competitiveness of your application.

You can save a draft of your application by clicking “Save Draft” at the bottom of the page at any time after creating your login information and starting the profile. You can re-access the draft application to continue by using the login information you initially created. A link to the application portal is included in the email you receive once starting a draft application. In addition, you can access the application portal by going from the EarthRISE Developers Academy “Apply” page to the eligibility portal. From the eligibility portal, login, click view to see your eligibility form, and then click on the link at the bottom of the form to access the application portal.

All applications must be fully submitted by the application deadline. Applications are not accessible through the portal for review or revision after the application deadline.

**Late application submissions will not be reviewed or considered. There is no exception to this rule.**

***NOTE: The EarthRISE Developers Academy prohibits the use of artificial intelligence (AI) or AI-assisted tools, to include but not limited to ChatGPT, in drafting application responses. Any application found to have used AI or AI-assisted tools will be automatically disqualified.***

## **Recommendation Forms:**

Two recommendation forms are required, preferably from an academic and professional source. Two academic or two professional recommendations are acceptable if necessary.

Applicants will list the names and email addresses of at least two recommenders in the recommendation section of their application. Once the applicant saves the recommendation section, the recommenders will receive an email providing instructions to follow a link and

complete a recommendation form. The deadline for your recommenders to submit the recommendation form is two weeks after the application window closes.

**Selection Process:**

EarthRISE Developers Academy provides selected participants an opportunity to perform team-based research under the guidance of science advisors, who are accomplished professional research staff and management. If selected, you will be classified as a part-time, temporary employee.

The EarthRISE Developers Academy application and selection processes are managed on behalf of NASA by contractors. Applications are reviewed by contractors of the Langley EarthRISE Office and the location(s) the applicant selected.

Applicants selected for an interview will be contacted to arrange a day and time. Interviews will be conducted virtually through Microsoft Teams. After the review process is complete and selections are made, each applicant will receive a notification via email regarding the outcome of the selection decision. Please check the EarthRISE Developers Academy [Apply Page](#) and [FAQ's](#) for additional information regarding the application process.

You may also email us directly if your question is not answered: [NASA-DL-ERDA@mail.nasa.gov](mailto:NASA-DL-ERDA@mail.nasa.gov)