BOP PSYCHOLOGY DOCTORAL INTERNSHIP APPLICATION PROCESS

Thank you for your interest in the BOP Psychology Doctoral Internship program. Please read this guide carefully to ensure you understand the steps and timeline for the application process. Follow the steps outlined here, and you will be well prepared to complete this process successfully!

FIND YOUR FIT

SUMMER – FALL

Reference the comparison matrix on BOP's website to learn about each of the internship sites.

Found something you're interested in? Take a look at the site brochures to learn more!

STEP 1: AAPI

NOVEMBER 1

1. Submit your AAPI on the APPIC website for **each** site that you're interested in, as applications are reviewed separately by each internship site.

2. Be sure to include:

   - ❑ A copy of your vitae
   - ❑ Graduate transcripts
   - ❑ 3 letters of reference
   - ❑ Any additional site-specific requirements noted in the site brochure (such as a work sample)

STEP 2: USAJOBS

MID – NOVEMBER

1. Upon AAPI review, the sites that would like to interview you will send you an email with an invitation and instructions to apply on USAJobs. This additional step is a requirement of the federal government and is intended to certify your eligibility for federal employment.

2. Complete the USAJobs application and submit all required documentation, including:

   - ❑ Resume
   - ❑ Transcript verifying current enrollment in a doctoral program
   - ❑ AAPI verification

3. Read the USAJobs posting carefully to ensure you are completing the application correctly and providing all of the required information.

4. After submission and review, qualified applicants will be notified of eligibility for interview.

STEP 3: LET'S MEET!

DECEMBER – JANUARY

1. Applicable site Internship Program Coordinators will contact you to begin scheduling your interview.

2. Interviews consist of:

   - Passing a security clearance procedure:
   - Core Values Assessment
   - Integrity interview
   - Panel interview (you will be asked to respond to correctional scenarios)
   - Psychology interview(s)

Note: The results of the security clearance procedure can be shared across sites, and you will only need to complete this process once. Please refer to the site brochures for site-specific interview information.