September 3, 2016

CSTEP Program Announcement

To: Directors of College Science and Technology Entry Program (CSTEP)

Subject: 2015 CSTEP Mini-Course

Brookhaven National Laboratory (BNL) seeks applicants for a CSTEP Mini-Course Program. Selected students from New York State CSTEP Programs will be invited to participate in a five-day program developed for college students. The 2016 Mini-Course program will be held January 04-08, 2016. Participation in the course is limited to 20 students. We will try to accommodate as many schools as possible.

Program:
The program will be conducted by BNL researchers and will operate from 8:30 a.m. - 6:00 p.m. for five days. It will expose students to the wide range of research projects conducted at BNL, understand different pathways to scientific careers, and develop networking opportunities with the BNL scientific community and administrators. The program format includes orientation, classroom instruction, a communication workshop, visits to research facilities, tours, BNL based literature research assignments, reverse interviews with scientists and engineers, group oral presentations, scientific lectures and safety overviews. First-hand reinforcement of concepts learned will be supported and enhanced by BNL researchers and technical staff.

Eligibility:
Applicants must be U.S. citizens or permanent residents and enrolled as part of a program at their school. Students will reside at BNL and must be covered by health insurance. Students must have demonstrated strong abilities and majoring in science, technology, engineering or mathematics and must be recommended to the Office of Educational Programs (OEP) by their school faculty/administrator.

Housing, Food and Transportation:
School administrators must make housing reservation for accepted candidates in on-site single occupancy dormitories. Food (except for one breakfast, one lunch and one dinner) and transportation to the Laboratory will be the responsibility of the student.

Application Procedure:
1. College faculty selecting possible candidates should provide OEP with a list of candidates and their emails so that OEP can send candidates a personalized online application. Email your list of candidates to sgonzalez@bnl.gov by November 9, 2016.
2. An email will be sent to the possible candidates with a link to their online application.
3. Mail all of your selected students unofficial transcripts to OEP.
4. Faculty will receive an automatic email from the student’s application with a link to fill an online recommendation.

Application Deadline: On or Before November 16, 2016

Student Notification By: November 30, 2014
CSTEP Program Responsibility:
We solicit your assistance in recommending your top students for the program. In order to help insure a smooth-flowing application and selection process, we are hopeful that you will assist the students you are recommending and help them meet necessary deadlines. When ready (on or before November 9, 2016), send all unofficial transcripts from your selected students as one total package (NO FAXES ACCEPTED) to:

Salvador A. Gonzalez  
Brookhaven National Laboratory  
Bldg. 438, PO Box 5000  
Upton, NY 11973-5000

Schools are required to sponsor the 5-day housing cost on BNL campus, this is the cost share for the program. Once students are selected, program administrators should contact BNL housing department (631-344-2541 or housing@bnl.gov) to arrange payment for housing. Program administrators will also be responsible for student’s transportation to and from BNL. Hardship accommodations may be made for programs that cannot support all of their students. Please feel free to contact me if you have any questions regarding the program.

Please feel free to contact me if you have any questions regarding the program.

Thank you for your cooperation and help.

Sincerely,

[Signature]

Salvador A. Gonzalez  
Office of Educational Programs  
Brookhaven National Laboratory