

U.S. Department of Agriculture

Pathway Opportunities

Join the USDA Team Now!

On-Line Application

Applicant Guide



Revised on 4/14/2011

USDA MISSION STATEMENT

To provide leadership on food, agriculture, natural resources, and related issues based on sound public policy, the best available science, and efficient management.

Step 1



UNITED STATES DEPARTMENT OF AGRICULTURE

Topics Programs and Services Newsroom Blog

About USDA | Ask the Expert | FAQs | Contact Us | En Español

Site Map | A-Z Index | Advanced Search | Help | Search Tips

Popular Topics

- > Agency Reports
- > Biofuels and Biotech
- > Climate Change
- > Dietary Guidelines
- > Energy
- > Employment Opportunities
- > Food Safety Recalls

>>> More...



Sign up for email updates:



Agriculture Secretary Vilsack Highlights Trade During Visit to St. Louis

Photo: Secretary Tom Vilsack spent part of last week in St. Louis, Mo., making several stops to promote trade and agriculture.

1/5 << || >>

Latest Blogs

News

Reports

- Chicago Hosts Kickoff for Minority Health Month
- Deadline Approaches for Producers to Sign Up for the Conservation Reserve Program
- USDA Rural Development Programs Making a Big Impact in Western Iowa
- Tick Riders: The Cornerstone of USDA's Cattle Fever Tick Program
- Redesigning USDA Online
- Earth Team—Getting Conservation on the Ground
- USDA Forest Service's Fuels for Schools program Turns Biomass into Energy

>>> More...

Information for

Cooperatives

Educators and Students

Media

Parents and Caregivers

Producers

Rural Communities

USDA Employees

Secretary's Priorities

Agricultural Production

Civil Rights

Conservation

Energy

Food Safety

Nutrition/Hunger

Rural Development

Trade

Japan 2011



Let's Move! Initiative



Know Your Farmer
Know Your Food



The People's Garden



Our Open Site



Civil Rights



Food Environment Atlas



Rural Atlas

>>>More...

Mission Areas and Offices

Agencies and Offices

A list of all Agencies and Offices within USDA

Marketing and Regulatory Programs

Organic program, animal and plant health, grain inspection...

Click on **Educators and Students** under "Information for"

Step 2

USDA
UNITED STATES DEPARTMENT OF AGRICULTURE

About USDA | Ask the Expert | FAQs | Contact Us | En Español

Topics | Programs and Services | Newsroom | Blog

You are here: [Home](#) / Educators and Students

Site Map | A-Z Index | Advanced Search | Help | Search Tips

Stay Connected       

Next, click on **Careers and Jobs** under “Related Topics”

Related Topics

- Agricultural Library
- Careers and Jobs**
- Dietary Health
- Educational Materials
- Food Safety
- Grants and Programs
- Internships and Scholarships
- National Institute of Food and Agriculture
- Recreational Activities
- Training
- USDA For Kids
- USDA Graduate School
- Faith-Based and Neighborhood Partnerships

Information for Educators and Students

The Charters of Freedom

Declaration of Independence, U.S. Constitution, Bill of Rights, making the Charters, impact of the Charters.

Agriculture in the Classroom

Teacher resources, the story of American agriculture, state agricultural profiles, teen scene news and careers.

Conquest of the Land Through 7,000 Years

A 24-page booklet reviewing the development of agriculture. Available online in pdf format, or order printed copies

U.S. Agricultural Facts

Populations, employment, income, farm numbers and characteristics, top agricultural commodities and exports, and farm financial indicators.

State Agricultural Facts

Populations, employment, income, farm numbers and characteristics, top agricultural commodities and exports, and farm financial indicators.

Educational Resources for Teachers/Parents

A series of links to agricultural information as compiled by the National Agricultural Library.

Teachers' Desk

Content for a range of student levels to help learn about agricultural research, strengthen reading skills, and stimulate creative thinking.

The Core Historical Literature of Agriculture

An electronic collection of agricultural texts published in the nineteenth and mid-twentieth century selected for their historical importance.

Teaching with Constitution Documents

Teaching with documents lesson plans, learn about the 39 signing delegates, issues involved in creation and ratification.

Reports

- [Food and Nutrition Resources for Teachers](#)
- [2010 Farm Income Forecast](#)
- [Nutrition Education Reports](#)
- [Funding Opportunities](#)
- [A History of American Agriculture](#)

Publications

- [Science Education Resources](#)
- [Crop Genetic Resources: An Economic Annual](#)

Step 3

This page allows search through individual agency and through links.

To Apply for positions click on “**Internship Opportunities**” on the right side of page.

The screenshot shows the USDA website's career page. At the top, the USDA logo and 'UNITED STATES DEPARTMENT OF AGRICULTURE' are visible. Navigation links include 'Topics', 'Programs and Services', 'Newsroom', and 'Blog'. A search bar and social media icons are also present. The main content area is divided into two columns. The left column, titled 'Related Topics', lists various career and internship opportunities. The right column, titled 'Careers', features several links and descriptions. A red bracket highlights the 'Internship Opportunities' link in the 'Related Topics' list. An arrow points from this link to the 'Internship Opportunities' link in the 'Careers' section, which is also highlighted with a red box. The 'Careers' section includes links for 'View positions within USDA', 'Search for positions within the U.S. Government', and 'U.S. Office of Personnel Management'.

Related Topics

- USDA Employee Services
- Agricultural Research Student Programs
- National Institute of Food and Agriculture Student Programs
- Internships and Scholarships
- USA Jobs
- Forest Service Student Programs
- Student Careers
- National Agricultural Library Internships
- Economic Research Service Careers
- National Agricultural Statistics Service Career Opportunities
- Animal Plant Health Inspection Service Student Programs
- Center for Nutrition Policy and Promotion Internships
- Farm Service Agency Summer Intern Program
- Food and Nutrition Service Careers
- Food Safety and Inspection Service Internships and Externships
- Foreign Agriculture Service Career Opportunities
- Forest Service Student Employment
- Natural Resources Conservation Service Employment Opportunities
- Risk Management Agency Job Opportunities
- Rural Development Job

Careers

View positions within USDA
The results of this job search will be compiled specifically for the Department of Agriculture. Some of the jobs displayed may be restricted to agency and/or department employees only. Please be sure to review the job entries and announcements carefully. Applications from outside of the area of consideration may not be evaluated or acknowledged.

Internship Opportunities
Your career in the Federal Government starts here! We offer valuable job experience, training opportunities, excellent benefits, and opportunity for advancement. Whether you are student in high school, college, or graduate school seeking work experience or you are about to graduate and begin your career, consider Federal service!

Search for positions within the U.S. Government
USAJOBS is the official job site of the US Federal Government. It's your one-stop source for Federal jobs and employment information.

U.S. Office of Personnel Management
The Office of Personnel Management provides valuable employment, pay and performance, and leadership and individual development information for current Federal employees and those looking to work for the Federal Government.

Step 4



UNITED STATES DEPARTMENT OF AGRICULTURE

Topics Programs and Services Newsroom Blog

About USDA | Ask the Expert | FAQs | Contact Us | En Español

Site Map | A-Z Index | Advanced Search | Help | Search Tips



You are here: [Home](#) / [Careers](#) / [Internships and Scholarships](#)

Related Topics

- USDA Employee Services
- Agricultural Research Student Programs
- National Institute of Food and Agriculture Student Programs Internships and Scholarships
- USA Jobs
- Forest Service Student Programs Student Careers
- National Agricultural Library Internships
- Economic Research Service Careers
- National Agricultural Statistics Service Career Opportunities
- Animal Plant Health Inspection Service Student Programs
- Center for Nutrition Policy and Promotion Internships
- Farm Service Agency Summer Intern Program
- Food and Nutrition Service Careers
- Food Safety and Inspection Service Internships and Externships
- Foreign Agriculture Service Career Opportunities
- Forest Service Student Employment

- Natural Resources Conservation Service Employment Opportunities
- Risk Management Agency Job Opportunities
- Rural Development Job

USDA Internships and Scholarships

Internship Programs

Student Internship Programs provide paid and unpaid work experience to students who are in High School or pursuing an undergraduate or graduate degree in an accredited college or university (including Community College). Internships can be seasonal (Summer, Fall, Spring) or year-round. [Apply here!](#)

Scholarship Programs

Student Scholarship Programs provide undergraduate or graduate students with various supports such as tuition assistance, internships, career development, leadership development, mentoring, and/or grants to support research studies.

Recent Graduate Program

The recent graduate program provides individuals who have recently graduated from qualifying educational institutions or programs with developmental experiences in the Federal Government intended to promote possible careers in the civil service. Participants must have obtained a degree, or completed a qualifying career or technical education program within the preceding 2 years. Except for veterans are eligible to participate to the program within 6 years of obtaining a degree or graduating qualifying program.

Fellowship Programs

Fellowship Programs are prestigious, competitive programs that support leadership development of recent graduates who have been pre-qualified or recommended by a network of graduate schools. Graduates are provided with a 2 year appointment at USDA that leads to conversion to a permanent appointment

Click:
Apply here!



Step 5

You will be prompted to the “**accessing a U.S. Government Information System**” message page.

Please read information and click **I Agree.**

USDA Web Services Log-In - Windows Internet Explorer

https://pws.sc.egov.usda.gov/login/login.aspx?TYPE=33554433&REALMC

File Edit View Favorites Tools Help

USDA Web Services Log-In

USDA United States Department of Agriculture
USDA eAuthentication

login : yz
Password :

Home About eAuthentication Help Contact Us Find an LRA

*****WARNING*****

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
 - You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
 - Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
 - Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except USDA's Chief Information Officer.

USDA Web Service Log-In

*****WARNING*****

Cancel I Agree

eAuthentication Home | USDA.gov | Site Map

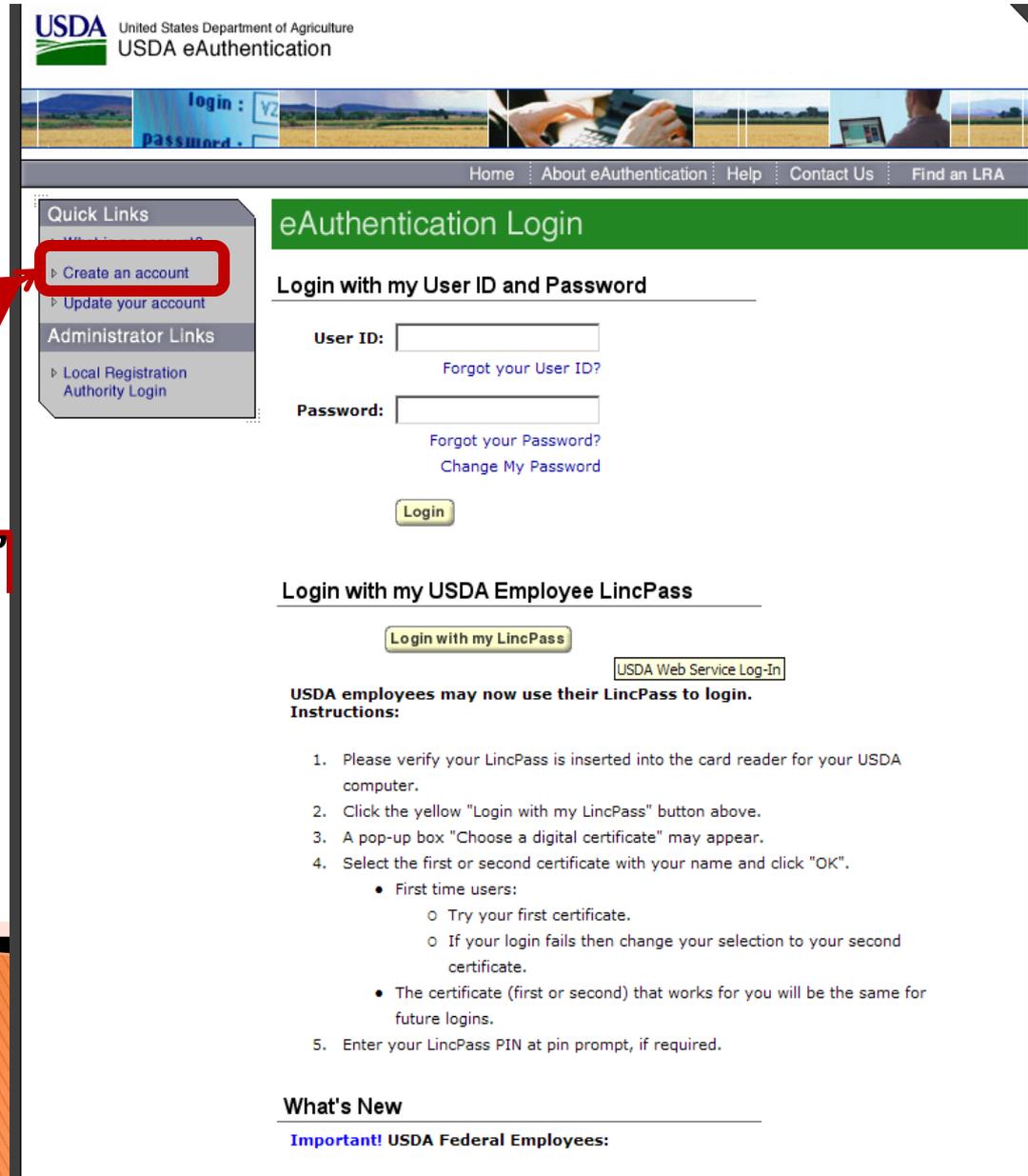
Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FirstGov.gov

Trusted sites 100%

Step 6

You will be prompted to the “e-Authentication Login” page.

Click “Create an account”



USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

eAuthentication Login

Login with my User ID and Password

User ID: [Forgot your User ID?](#)

Password: [Forgot your Password?](#)
[Change My Password](#)

Login with my USDA Employee LincPass

USDA employees may now use their LincPass to login.
Instructions:

1. Please verify your LincPass is inserted into the card reader for your USDA computer.
2. Click the yellow "Login with my LincPass" button above.
3. A pop-up box "Choose a digital certificate" may appear.
4. Select the first or second certificate with your name and click "OK".
 - First time users:
 - Try your first certificate.
 - If your login fails then change your selection to your second certificate.
 - The certificate (first or second) that works for you will be the same for future logins.
5. Enter your LincPass PIN at pin prompt, if required.

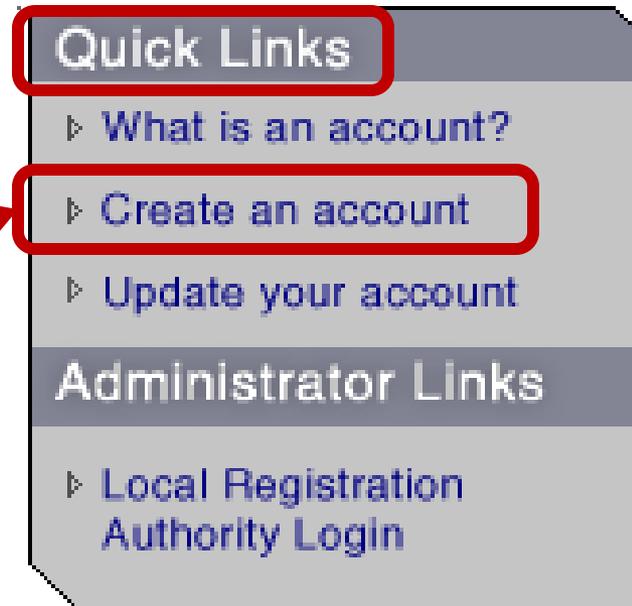
What's New

Important! USDA Federal Employees:

Step 7

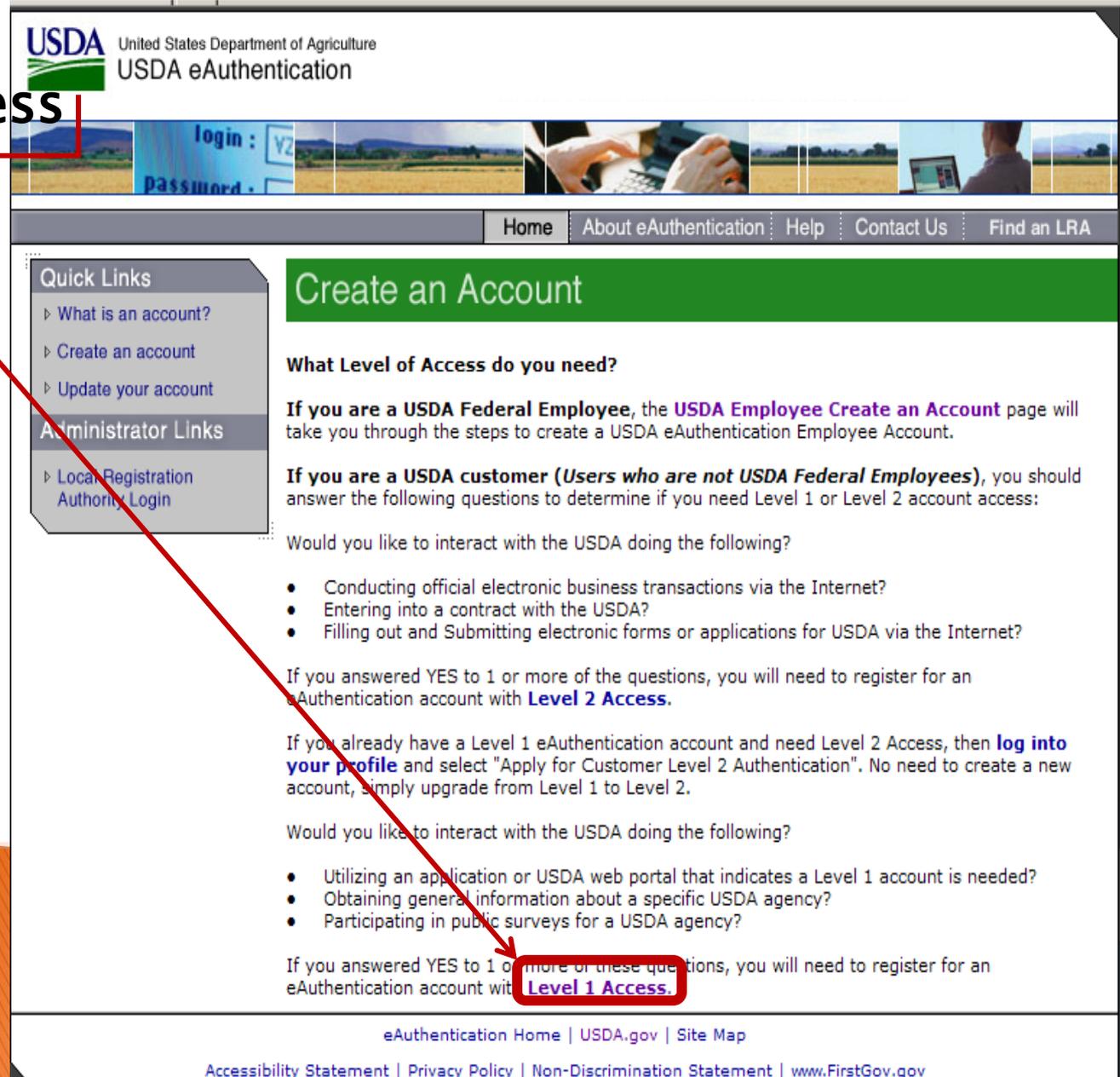
You will be prompted to the
“**e-Authentication Login**”
page.

Click “**Create an account**”



Step 8

Click Level 1 Access



USDA United States Department of Agriculture
USDA eAuthentication

login : YZ
password :

Home About eAuthentication Help Contact Us Find an LRA

Quick Links

- ▶ What is an account?
- ▶ Create an account
- ▶ Update your account

Administrator Links

- ▶ Local Registration Authority Login

Create an Account

What Level of Access do you need?

If you are a USDA Federal Employee, the **USDA Employee Create an Account** page will take you through the steps to create a USDA eAuthentication Employee Account.

If you are a USDA customer (Users who are not USDA Federal Employees), you should answer the following questions to determine if you need Level 1 or Level 2 account access:

Would you like to interact with the USDA doing the following?

- Conducting official electronic business transactions via the Internet?
- Entering into a contract with the USDA?
- Filling out and Submitting electronic forms or applications for USDA via the Internet?

If you answered YES to 1 or more of the questions, you will need to register for an eAuthentication account with **Level 2 Access**.

If you already have a Level 1 eAuthentication account and need Level 2 Access, then **log into your profile** and select "Apply for Customer Level 2 Authentication". No need to create a new account, simply upgrade from Level 1 to Level 2.

Would you like to interact with the USDA doing the following?

- Utilizing an application or USDA web portal that indicates a Level 1 account is needed?
- Obtaining general information about a specific USDA agency?
- Participating in public surveys for a USDA agency?

If you answered YES to 1 or more of these questions, you will need to register for an eAuthentication account with **Level 1 Access**.

eAuthentication Home | USDA.gov | Site Map

Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FirstGov.gov

Why we use E-authentication (E-Auth) in the One-Stop Common Application?

E-authentication is a security tool that is used by USDA to ensure that information being submitted by applicants is maintained in a secure environment. Additionally, once a student creates an e-authentication account with USDA, they can use this account to revisit their current application, make changes, update and access archived applications for re-submission. By providing an e-authentication requirement in order to apply using the One-Stop Application, USDA is keeping your personal information safe and only accessible by the person creating the account.

Step 9

Create an Identification (ID)

(6-20 characters)

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Step 10

Create a password

(9-12 characters)

When choosing a password only **use characters and words that are not found in the dictionary**. At least one word has to be capitalized and another one lower case. You also have to choose either of the following **characters: #, *, %, &** as part of your password.

Sample password:
7#Bt257qu*

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Step 11

Confirm your password

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Step 12

Provide:

1. First Name
2. Middle Initial
3. Last Name
4. Zip-code
5. Country Name

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Step 13

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email*:

Confirm Email*:

Email address must be valid to complete registration

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Provide:

Email address

Note:

Your email must be valid to complete your registration.

Step 14

Click continue to create your account access.

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 1 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Postal/Zip Code:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [www.FirstGov.gov](#)

Step 15

After you have created your **account**, a **verification** confirmation message will appear as follows:

Please double check that your information is correct before clicking the submit option.

USDA United States Department of Agriculture
USDA eAuthentication

login : v2
password :

Home About eAuthentication Help Contact Us Find an LRA

Create an Account

Level 1 Access
Step 2 of 4: User Information Confirmation

Verify your Level 1 access information.
Click the Back button to make changes or click the Submit button to create your account with Level 1 access.

User ID:
Password:
First Name:
Middle Initial:
Last Name:
Home Postal/Zip Code:
Country Name:
Email:

tvshow213
**** Not Shown ****
wendy

20009
United States

Please verify that your information is correct before clicking the Submit button.

Back Submit

eAuthentication Home | USDA.gov | Site Map
Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FirstGov.gov

Done Trusted sites 100%

Step 16

After clicking the **submit option**, a final verification message will appear as follows:

Please print this page or save it in your browser for future reference.

USDA United States Department of Agriculture
USDA eAuthentication

Home | About eAuthentication | Help | Contact Us | Find an LRA

Create an Account

Level 1 Access
Step 3 of 4: Print and Check Email

Please print this page for future reference.

Congratulations wenddy carrasco, only one more step to complete your initial registration!

You should receive a confirmation email within 1 hour from eAuthHelpDesk@ftc.usda.gov with the subject line of 'Action Required:Instructions to Activate your USDA Account with Level 1 Access'

Step 4 is contained within this email, and is as simple as clicking a link to activate your account.

The User ID you created is : tvshow213

The email address you provided is: [REDACTED]

To activate your account, you must click on the activation link provided in the confirmation email within **7 days**. Be sure to follow the instructions provided in the confirmation email to activate your account with Level 1 access.

NOTE: If you do not confirm your account within the required 7 days, your account will be terminated and you will have to start the entire process over again.

If after 24 hours you do not receive the confirmation email:

1. Check your email provider filters.
2. Check your personal email filter settings.
3. Contact the ITS Service Desk at eAuthHelpDesk@ftc.usda.gov or 800-457-3642. Please provide your User ID, first and last name, and email address.

Close Window

eAuthentication Home | USDA.gov | [Site Map](#)

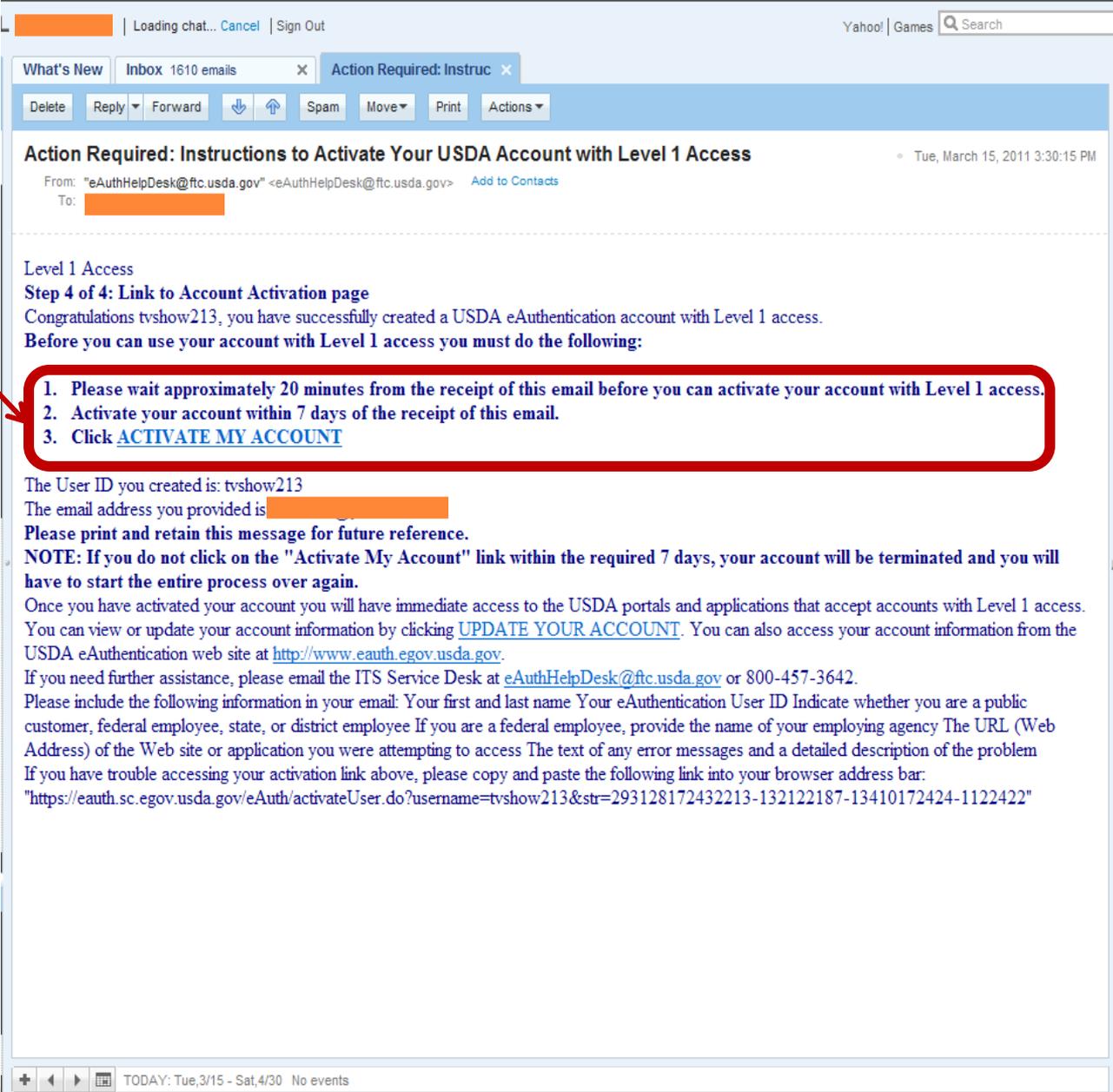
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | www.FirstGov.gov

Step 17

Check your **personal email account** for the instructions to activate the e-Authentication account.

Follow steps 1 to 3

After clicking "**Activate My Account**," you will be taken to the account activation confirmation page.



What's New | Loading chat... Cancel | Sign Out | Yahoo! Games Search

Inbox 1610 emails | Action Required: Instruc

Delete Reply Forward Spam Move Print Actions

Action Required: Instructions to Activate Your USDA Account with Level 1 Access Tue, March 15, 2011 3:30:15 PM

From: "eAuthHelpDesk@ftc.usda.gov" <eAuthHelpDesk@ftc.usda.gov> Add to Contacts
To: [Redacted]

Level 1 Access
Step 4 of 4: Link to Account Activation page
Congratulations tvshow213, you have successfully created a USDA eAuthentication account with Level 1 access.
Before you can use your account with Level 1 access you must do the following:

1. Please wait approximately 20 minutes from the receipt of this email before you can activate your account with Level 1 access.
2. Activate your account within 7 days of the receipt of this email.
3. Click [ACTIVATE MY ACCOUNT](#)

The User ID you created is: tvshow213
The email address you provided is [Redacted]
Please print and retain this message for future reference.
NOTE: If you do not click on the "Activate My Account" link within the required 7 days, your account will be terminated and you will have to start the entire process over again.
Once you have activated your account you will have immediate access to the USDA portals and applications that accept accounts with Level 1 access. You can view or update your account information by clicking [UPDATE YOUR ACCOUNT](#). You can also access your account information from the USDA eAuthentication web site at <http://www.eauth.egov.usda.gov>.
If you need further assistance, please email the ITS Service Desk at eAuthHelpDesk@ftc.usda.gov or 800-457-3642.
Please include the following information in your email: Your first and last name Your eAuthentication User ID Indicate whether you are a public customer, federal employee, state, or district employee If you are a federal employee, provide the name of your employing agency The URL (Web Address) of the Web site or application you were attempting to access The text of any error messages and a detailed description of the problem
If you have trouble accessing your activation link above, please copy and paste the following link into your browser address bar:
"https://eauth.sc.egov.usda.gov/eAuth/activateUser.do?username=tvshow213&str=293128172432213-132122187-13410172424-1122422"

TODAY: Tue, 3/15 - Sat, 4/30 No events

Step 18

Account Activation confirmation

Follow the instructions:

USDA United States Department of Agriculture
USDA eAuthentication

Home | About eAuthentication | Help | Contact Us | Find an LRA

Account Activation

Thank you, your account has been activated.

If you are a USDA Federal Employee, no further action is needed.

Please wait approximately 20 minutes from the time of activation before using this account

If you are a public customer (or a non-USDA Federal Employee) of USDA and are applying for a USDA Account with Level 2 access, you will still need to visit a USDA Service Center for identity-proofing if you have not already.

If you are a public customer (or a non-USDA Federal Employee) of USDA and are applying for a USDA Account with only Level 1 access, no further action is needed.

Close Window

eAuthentication Home | USDA.gov | Site Map

Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FirstGov.gov

E-Authentication Process



Quick Links

- ▶ [What is an account?](#)
- ▶ [Create an account](#)
- ▶ [Update your account](#)

Administrator Links

- ▶ [Local Registration Authority Login](#)

eAuthentication Login

Login with my User ID and Password

User ID:

[Forgot your User ID?](#)

Password:

[Forgot your Password?](#)

[Change My Password](#)

Login with my USDA Employee LincPass

Step 15

After **obtaining your e-Authentication account**, sign-in to get access to the student portal. You will be prompted to the welcome page.

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

eAuthentication Login

Login with my User ID and Password

User ID: [Forgot your User ID?](#)

Password: [Forgot your Password?](#)
[Change My Password](#)

Login with my USDA Employee LincPass

USDA employees may now use their LincPass to login.
Instructions:

1. Please verify your LincPass is inserted into the card reader for your USDA computer.
2. Click the yellow "Login with my LincPass" button above.
3. A pop-up box "Choose a digital certificate" may appear.
4. Select the first or second certificate with your name and click "OK".
 - First time users:
 - Try your first certificate.
 - If your login fails then change your selection to your second certificate.
 - The certificate (first or second) that works for you will be the same for future logins.
5. Enter your LincPass PIN at pin prompt, if required.

What's New

Important! **USDA Federal Employees:**

Student Portal

USDA **STUDENT PORTAL**

[Eligibility](#) [Definition of Student](#) [General Provisions](#) [Uploading Transcripts / Resumes](#) [EEO Disclaimer](#) [Home](#)

You are on>>Welcome

The U.S. Department of Agriculture's Student Internship Program (SIP) offers students an opportunity to enhance their education by working as an intern at one of our USDA agencies.

The program gives students an opportunity to gain valuable work experience in their area of interest with hopes of sparking a student's interest in working for USDA.

[View Application](#)

This Site is best viewed on IE 6.0 or higher

Direct questions or concerns regarding this web site to [DMAPPSERVICE@USDA](#)

POWERED BY WCYS



STUDENT PORTAL



[Eligibility](#)

[Definition of Student](#)

[General Provisions](#)

[Uploading Transcripts / Resumes](#)

[EEO Disclaimer](#)

[Home](#)

Eligibility

USDA interns must be a United States citizen or a permanent resident alien (PRA).

If you are a naturalized citizen, you will be eligible for an internship.

If you have questions regarding your citizenship status, please visit immigration.com/us-citizenship-and-naturalization.

If you are a permanent resident alien (PRA), you must provide proof of permanent resident alien or legal permanent resident status. Please visit immigration.com/us-citizenship-and-naturalization.

Direct questions or concerns



STUDENT PORTAL



[Eligibility](#)

[Definition of Student](#)

[General Provisions](#)

[Uploading Transcripts / Resumes](#)

[EEO Disclaimer](#)

[Home](#)

Upload Transcripts/Resume

Instructions:

- Obtain an "Unofficial" transcript from your school or your school's web site.
- Scan and save your transcript as a PDF or a TIFF file.
- Make sure the file is less than 2MB in size, larger files will not be accepted.
- Make sure the file is legible on the screen and when printed.
- Click the "Browse" button to select your transcript file on your computer.
- Choose the document you want to upload.
- Click the "Upload" button to send it to our server.
- Check that your file was received by downloading it (clicking its link) from our server.
- You may be asked to submit an official transcript via postal mail if you are selected.
- Programs may reject /dismiss you if there are discrepancies between unofficial and official transcripts.

Please Note: To update your documents, re-upload it. This will overwrite the previous version.

Example of what your resume should have:

- Your name and contact information
- Employment History, including past internships
 - Name of employer
 - Dates of employment
 - Name of supervisor
 - Contact information for supervisor
- Education and Certifications, if any.
- Skills and Abilities, including computer competencies and /or research projects you've worked on
- Honors and awards
- Membership and extracurricular activities (including offices held and dates)
- Volunteerism / Community Work

Troubleshooting

If you are having trouble with converting your document to a PDF, here are few approaches that you can take in finding a solution.

am.

g

[US-](#)

FCVS

Step 17

Choose an Internship session. You have the option to save and move to the next page. We encourage you to always save your answer before moving to the next section.

You also have the option to choose from the top menu to skip sections.

The screenshot displays the USDA Student Portal interface. At the top, there is a green header with the USDA logo and the text "STUDENT PORTAL". Below this is a navigation bar with several menu items: [Eligibility](#), [Definition of Student](#), [General Provisions](#), [Uploading Transcripts / Resumes](#), [EEO Disclaimer](#), and [Home](#). A breadcrumb trail indicates the current path: [You are on](#) >> [Welcome](#) >> [Internship](#) >> [Contact](#) >> [Eligibility](#) >> [Background](#) >> [Applicant Data](#) >> [Area of Interest](#) >> [Education](#). The main content area features an orange banner with the text "Choose one or more internship session(s) you are interested in." Below this banner are four radio button options: Fall (Sep-Dec), Spring (Jan-May), Winter (Dec-Jan), and Summer (May-Aug). At the bottom of the form, there is a navigation bar with three buttons: [Previous Page](#), a solid orange **Save** button, and [Next Page](#). A red box highlights these three buttons. At the very bottom of the page, there is a footer with the text "This Site is best viewed on IE 6.0 or higher", a link for "Direct questions or concerns regarding this web site to [DMAPPSERVICES_DL](#)", and a logo for "POWERED BY WCYS".

Step 18

Any information with an asterisk (*) is required and you will not be able to move to the next page until this information is added.

USDA **STUDENT PORTAL**

[Eligibility](#) [Definition of Student](#) [General Provisions](#) [Uploading Transcripts / Resumes](#) [EEO Disclaimer](#) [Home](#)

You are on >> [Welcome](#) >> [Internship](#) >> [Contact](#) >> [Eligibility](#) >> [Background](#) >> [Applicant Data](#) >> [Area of Interest](#) >> [Education](#)

Contact Information

First Name*:

Middle Name:

Last Name*:

Email*:

Confirm Email*:

Secondary Email:

Current Address or Permanent Address

Address 1:

Address 2:

City:

State:

outside U.S.:

Zip Code: + 4

Telephone: Eg (xxx-xxx-xxxx)

Cell Phone: Eg (xxx-xxx-xxxx)

(if under 18 years) Parent/Guardian Telephone: Eg (xxx-xxx-xxxx)

Step 19

USDA STUDENT PORTAL

[Eligibility](#) [Definition of Student](#) [General Provisions](#) [Uploading Transcripts / Resumes](#) [EEO Disclaimer](#) [Home](#)

You are on: [Home](#) >> [Welcome](#) >> [Internship](#) >> [Contact](#) >> [Eligibility](#) >> [Background](#) >> [Applicant Data](#) >> [Area of Interest](#) >> [Education](#)

Eligibility

I am a United States Citizen.

I am a Naturalized United States Citizen

I am a permanent U.S. Resident or a Green Card Holder.

Other

[Previous Page](#) [Save](#) [Next Page](#)

This Site is best viewed on IE 6.0 or higher

Direct questions or concerns regarding this web site to [DMAPP SERVICES_DL](#)

POWERED BY WCYS

Trusted

Step 20

Background Information

The screenshot shows the 'STUDENT PORTAL' interface. At the top, there is a green header with the USDA logo and the text 'STUDENT PORTAL'. Below this is a navigation bar with links: Eligibility, Definition of Student, General Provisions, Uploading Transcripts / Resumes, EEO Disclaimer, and Home. A breadcrumb trail reads: You are on >> Welcome >> Internship >> Contact >> Eligibility >> Background >> Applicant Data >> Area of Interest >> Education. The 'Background Data' section is highlighted with a red box. It contains a heading 'How did you hear about USDA' followed by the instruction 'Please take a moment to tell us how you first learned about USDA (check all that apply)'. A list of checkboxes includes: Family Member, Former USDA Intern, USDA Affinity Group, Friend, USDA/Hispanic Association of Colleges and Universities (HACU), USDA/1890 National Scholar, Lecture, USDA Employee, USDA/1994 National Scholar, Advisor, Department Office, USDA/Washington Internship for Native Students (WINS), Online University Posting, Grant Award, USDA/Conference on Asian Pacific American Leadership (CAPAL), Career Fair, Searched the Web, USDA/Public Service Leader Scholar, Scholarship Award, Facebook, LinkedIn, Twitter, Professor, University, and Conference. To the right of the 'Professor', 'University', and 'Conference' options are text input fields labeled 'Name of the Professor:', 'Name of the University:', and 'Name of the Conference:'. Below this is the question 'Do you hold a valid Security Clearance? (Select one)' with radio button options: Confidential, Secret, Top Secret, Above Top Secret - Sensitive Compartmentalized Information (SIC), and Do not Know. At the bottom of the form, there are three buttons: 'Previous Page', 'Save', and 'Next Page', all of which are enclosed in a red box. The footer of the page includes the text 'This Site is best viewed on IE 6.0 or higher' and 'Direct questions or concerns regarding this web site to DMAPP SERVICE 5_DL'. The USDA logo and 'POWERED BY WCYS' are also visible in the footer.

STUDENT PORTAL

Eligibility Definition of Student General Provisions Uploading Transcripts / Resumes EEO Disclaimer Home

You are on >> Welcome >> Internship >> Contact >> Eligibility >> Background >> Applicant Data >> Area of Interest >> Education

Background Data

How did you hear about USDA
Please take a moment to tell us how you first learned about USDA (check all that apply)

Family Member
 Former USDA Intern
 USDA Affinity Group
 Friend
 USDA/Hispanic Association of Colleges and Universities (HACU)
 USDA/1890 National Scholar
 Lecture
 USDA Employee
 USDA/1994 National Scholar
 Advisor
 Department Office
 USDA/Washington Internship for Native Students (WINS)
 Online University Posting
 Grant Award
 USDA/Conference on Asian Pacific American Leadership (CAPAL)
 Career Fair
 Searched the Web
 USDA/Public Service Leader Scholar
 Scholarship Award
 Facebook
 LinkedIn
 Twitter
 Professor
 University
 Conference

Name of the Professor:
Name of the University:
Name of the Conference:

Do you hold a valid Security Clearance? (Select one)

Confidential
 Secret
 Top Secret
 Above Top Secret - Sensitive Compartmentalized Information (SIC)
 Do not Know

[Previous Page](#) [Next Page](#)

This Site is best viewed on IE 6.0 or higher

Direct questions or concerns regarding this web site to [DMAPP SERVICE 5_DL](#)

POWERED BY WCYS

Step 21

USDA STUDENT PORTAL

[Eligibility](#) [Definition of Student](#) [General Provisions](#) [Uploading Transcripts / Resumes](#) [EEO Disclaimer](#) [Home](#)

You are on >> [Welcome](#) >> [Internship](#) >> [Contact](#) >> [Eligibility](#) >> [Background](#) >> [Applicant Data](#) >> [Area of Interest](#) >> [Education](#)

Applicant Data (Optional)

This section is optional for all candidates. If you decide not to complete this section, it will not impact the assessment of your application.

Gender :

Male Female

If you selected Male, please indicate if you have registered for Selective Services.

Yes No

Race/Ethnicity :

Indian or Alaska Native

Asian

Asian (including Middle East and India)

Black or African American

Hispanic or Latino

Native Hawaiian or other Pacific Islander

Two or more Races

Caucasian or White

What type of living environment do you predominantly reside in?.

Rural

Urban

Step 21 Continues

**“USDA is an
equal
opportunity
provider and
employer.”**

Veteran Status :

The U.S. Department of Labor requires USDA to report each year on the number of employees who are veterans. The information you provide will be kept strictly confidential. In addition , this information will be used in accordance with the regulations:

- Era Veteran
- Disable Veteran
- Other Veteran
- Not Applicable

Disability Status :

Please Check if applicable:

- Individual with a Disability
- Not Applicable

Reasonable Accommodation :

Explain what type of accommodation you might need: (not more that 500 words)

USDA is an Equal Opportunity Employer

[Previous Page](#)

Save

[Next Page](#)

This Site is best viewed on IE 6.0 or higher

Direct questions or concerns regarding this web site to [DMAPPSERVICES_DL](#)



Step 22

Choose your area of interest.

You have the option to choose more than one.

The screenshot shows the 'STUDENT PORTAL' interface. At the top, there is a green header with the USDA logo and the text 'STUDENT PORTAL'. Below the header is a navigation bar with links: [Eligibility](#), [Definition of Student](#), [General Provisions](#), [Uploading Transcripts / Resumes](#), [EEO Disclaimer](#), and [Home](#). A breadcrumb trail indicates the current path: [You are on](#) >> [Welcome](#) >> [Internship](#) >> [Contact](#) >> [Eligibility](#) >> [Background](#) >> [Applicant Data](#) >> [Area of Interest](#) >> [Education](#).

The main content area is titled 'Interest Area Page' in an orange box. Below this title is a link: 'Click here to search for your interest area (you can click more than one)'. A scrollable list of interest areas is displayed, enclosed in a red rounded rectangle. The list includes: Accounting, Agricultural Marketing, Agricultural Resources, Animal Health & Wellbeing, Biotechnology, Budgeting, Communications, Economics, Education, Education & Extension, EEO Specialist, Emergency Affairs/Emergency Preparedness Response, Engineering, Environmental Quality Research, and Environmental Research.

Below the list is a section titled 'Preferred Internship Location(s):' in an orange box. It contains two radio button options: Headquarters (Washington, DC and Beltsville, MD) and Field Offices. Below these options is a dropdown menu.

At the bottom of the page, there are three buttons: a blue link 'Previous Page', an orange 'Save' button, and a blue link 'Next Page'.

Step 23

USDA STUDENT PORTAL

Eligibility Definition of Student General Provisions Uploading Transcripts / Resumes EEO Disclaimer Home

Welcome >> Internship >> Contact >> Eligibility >> Background >> Applicant Data >> Area of Interest >> Education

Education

Academic Status
Total credit hours : (total credit earned before the start of the session to which you are applying)
 Semester Hours Quarter Hours

*Academic level: (level prior to the session to which you are applying)
Cumulative GPA: on the scale of

Are you a full time student : Yes No

Degree :
Degree Anticipated : Associate's Bachelor's Joint Bachelor's / Master's PhD Law GED or High School Diploma

Anticipated Graduate Date : (mm/dd/yyyy)

Academic Major :

- Accounting
- Agricultural Marketing
- Agricultural Resources
- Animal Health & Well—being
- Biotechnology
- Budgeting
- Communications
- Environmental Quality
- Business
- Research
- Environmental Research
- Food
- Safety
- Rural Development
- Foreign Agriculture
- Veterinary Services
- Forestry
- Human Nutrition
- Human Resources
- Information Technology
- International Affairs
- Investigators Nutrition
- Plant/Protection
- Quarantine Procurement
- Education

Schools :
List the school(s) in which you are currently registered. Transcripts must be submitted for each institution listed below.

School Information

Name :
Address :
City :
State :
Zip Code :
Country :

Attendance at the school :
From (Month / Year):
To (Month / Year): (graduation Date)

Upload Transcript:(pdf / tiff)

School Name	Address	City	State	Zip	Country	Attendance	Transcript	Delete
				51		April 2011 To April 2011		X

Upload Resume:(pdf / tiff) FINAL - Federal Resume Nov 5 20101594.pdf

This Site is best viewed on IE 6.0 or higher

Direct questions or concerns regarding this web site to [DHAPP SERVICE @.DL](#)

POWERED BY WCYS

Upload transcript (s)

Upload resume

Step 24

Check before submitting application

Checking completion of application before submitting

- Internship Sessions
- Contact Information
- Eligibility
- Background Data
- Applicant Data (Optional)
- Area of Interest
- Education

Step 25

Submit your application by clicking continue

[Previous Page](#)

Continue

Step 26

Confirmation

Congratulation!

Thank you for applying to USDA Summer Internship Program. An email confirmation will be send to you to acknowledge that your application was received.

Please allow two to three weeks for the application review process.

A USDA Student Employment Coordinator will be in touch with you if your application was selected.

Notification to Applicant – Thank you note for applying

**FREQUENTLY
ASK
QUESTIONS**

WHAT DOES A COMPLETE APPLICATION INCLUDE?

- Online Application Form
- Resume (upload)
- Transcript (unofficial is acceptable) (upload)

All items are to be electronically submitted as part of the application. *Please upload the documents in Word or PDF format and follow the instructions when uploading the documents.*

WHEN IS THE APPLICATION DUE?

Applications are accepted beginning the last week of January through the last week of April of each year and notification of placements are made between mid - April and mid - May of each year. Orientation day starts in mid-June for headquarter interns and orientation for field interns starts on their first day of work.

WHEN ARE PLACEMENTS MADE?

Agency student employment coordinators search the repository application database and can select your application. The student employment coordinator then verifies whether an available position exists within the agency, and at the requested field office, for a student with your characteristics and qualifications (college major, work experience background, skill-set). The student employment coordinator will forward the application to a hiring manager based on your characteristics.

The hiring manager interviews and selects the student. Once the hiring manager selects the student and makes the offer, the Agency student employment coordinator makes the arrangements for placement at the agency, providing selectee with informational materials for placement and orientation schedule .

CONTACT INFORMATION FOR USDA STUDENT PROGRAMS

If you have any questions or concerns, please send your inquiry via email at USDA.Internships@dm.usda.gov. In the subject area write: "Summer Internship Program."

For technical questions regarding the "Student Portal" site, please direct your questions or concerns to the following email address:

Dmappservices@ocio.usda.gov