

## COMPONENTS OF THE SEEP

The SEEP consists of two components: One component is **The Student Temporary Employment Program (STEP)**, this is a temporary employment program for high-school and college students who are placed in temporary positions within the Bureau. STEP positions are flexible periods of employment, and need not be directly related to the students' academic field of study.

The other component is **The Student Career Experience Program (SCEP)**, this program is a degree seeking, career-track employment program that places college students in employment positions directly tied to the students academic field of study. Upon completion of program work hours, the SCEP student is eligible for non-competitive conversion into a permanent position within the Bureau after graduation.

In order to be a participant in the STEP and SCEP program, STEP and SCEP participants must still be in a student status. The Office of Personnel Management's (OPM) definition of a student is:

- To be enrolled or accepted for enrollment in an accredited high-school, technical or vocational school, 2-year or 4-year college or university, a graduate student or in a professional school;
- A participant can also be pursuing a High School Diploma or General Equivalency Diploma (GED), Vocational or Technical Certificate, Associate Degree, Baccalaureate Degree, Graduate Degree, or Professional Degree
- While participating in any of the programs listed above, the student must be enrolled in at least a half-time course load. Half-time is determined by the school in which the student is enrolled.

Each program has specific program eligibility requirements.

- To be a STEP student, participants are required to be a college or high-school student and have a cumulative grade point average (GPA) of 2.0 or higher.
- As a STEP student, the work assigned does not have to be related to the academic field of study. If the work is related to the field of study and the student has aspirations to convert into the SCEP program, then 320 hours of this related work can be transferred into the SCEP program.

\*\*Please note, 320 hours is the maximum number of STEP hours that can be used towards the 640 hour SCEP requirement.

- STEP students are not required to be a U.S. citizen
- The BLM SCEP requires that a college student have a cumulative grade point average (GPA) of 2.5 or higher

- Note that it is required that a student's academic major and career goals relate directly to the SCEP position of employment. In addition, the SCEP student may be non-competitively converted from a SCEP position to a permanent position with the Bureau once all requirements have been met. For conversion, the student must complete 640 work hours PRIOR to completing their degree requirements. Upon completing degree requirements, students will not have the opportunity to obtain additional work hours.
- SCEP students are not required to be a U.S. citizen upon entering the program. However, citizenship is required before conversion into a permanent position.