South Carolina
STATE LAW ENFORCEMENT DIVISION

P.O. Box 21398
Columbia, South Carolina
29221-1398

Henry D. McMaster, Governor
Mark A. Keel, Chief

WWW.SLED.SC.GOV
(803) 737-9000

SC Law Enforcement Division's Student Internship Program

The SC Law Enforcement Division's Student Internship Program is a non-paid program implemented throughout the year in conjunction with colleges and universities throughout the country. The purpose of the program is to expose a number of outstanding undergraduate and graduate students to the SC Law Enforcement Division and encourage future career interest in the field of law enforcement. A limited number of internships will be awarded each term. Individuals possessing strong academic credentials, a strong degree of motivation, and the ability to represent SLED upon returning to their various campuses, will be selected.

QUALIFICATIONS

Selection for the SC Law Enforcement Division's Student Internship Program will be based on an individual's enrollment in a two or four year program or graduate level academic program. Applicants must also have at least a 2.5 cumulative academic grade point average on a 4.0 scale, or the equivalent, and must meet other requirements deemed necessary for access to SLED facilities.

APPLICATION PROCESS

Individuals interested in the SC Law Enforcement Division's Student Internship Program should contact the SLED Office of Human Resources at internships@sled.sc.gov or (803) 896-7199 for applications and additional information. The application must be typed or printed in black or blue ink only. **PLEASE DO NOT ALTER THE APPLICATION IN ANY WAY**. Each candidate must complete and submit a Student Internship application along with the following information to the SLED Office of Human Resources:

1) **Personal Resume with at least One Reference listed**
2) **Official Academic Transcript from College/University (un-sealed is permissible)**
3) **Written Recommendation from at least one Academic Advisor, Dean, Professor, or Supervisor, etc.**
4) **Personal Statement with Future Career Goals**

***if you are submitting to the Forensic Art opportunity, please provide an Art Portfolio**

Upon receipt of the documents listed, selections will be based upon academic achievement in area of study, life and work experiences, and an interest in law enforcement. Prior to selection, interns will be required to successfully pass various database checks, including but not limited to, criminal history, and driver's license checks to determine eligibility.

Waiver of Liability and Confidentiality forms must be signed before an intern begins work. Assignments to a SLED unit will be based upon availability and a student's educational discipline and potential contribution to the program. Each intern will be under the overall supervision of the SLED Office of Human Resources and the Special Agent in Charge of the assigned unit.

APPLICATION DEADLINES

Summer – January 25th
Fall – April 25th
Spring – September 25th ***(of previous year)***

****All documentation must be postmarked or received by the deadlines listed***

Thank you for your interest in the SC Law Enforcement Division's Student Internship Program.

SLED STUDENT INTERNSHIP APPLICATION

NAME: _____
LAST **FIRST** **MIDDLE**

DATE OF BIRTH: _____ **SSN:** _____ - _____ - _____

DRIVER'S LICENSE NUMBER: _____ **STATE ISSUED:** _____ **NO DL:** ☐

MAILING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

EMAIL: _____ **PHONE NUMBER:** _____

RACE: ☐ White/Caucasian ☐ African American ☐ Hispanic ☐ Other
☐ Asian or Pacific Islander ☐ American Indian or Alaskan Native

SEX: ☐ FEMALE ☐ MALE **EXPECTED GRADUATION DATE:** _____

NAME OF COLLEGE/UNIVERSITY: _____

MAJOR: _____ **CUMULATIVE GPA:** _____

CLASSIFICATION: ☐ FRESHMAN ☐ SOPHOMORE ☐ JUNIOR ☐ SENIOR
☐ GRADUATE STUDENT

WHICH SEMESTER WOULD YOU LIKE TO BE CONSIDERED?

☐ SUMMER ☐ FALL ☐ SPRING YEAR _____

APPROXIMATELY HOW MANY HOURS A WEEK (BETWEEN 9AM - 5PM) DO YOU EXPECT TO BE AVAILABLE? _____

APPROXIMATELY WHAT DAYS OF THE WEEK DO YOU EXPECT TO BE AVAILABLE?

☐ MONDAY ☐ TUESDAY ☐ WEDNESDAY ☐ THURSDAY ☐ FRIDAY

ADDRESS RESIDING DURING INTERNSHIP ***(If different from above)***

MAILING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

NAME OF ACADEMIC ADVISOR: _____

ADVISOR'S TELEPHONE NUMBER: _____

WILL YOU RECEIVE ACADEMIC CREDIT FOR INTERN WORK? ☐ YES ☐ NO

IF YES, HOW MANY HOURS ARE YOU REQUIRED TO WORK? _____

HAVE YOU EVER BEEN CHARGED WITH A CRIMINAL OFFENSE? IF YES, LIST THE CHARGE AND DISPOSITION: ☐ **YES** ☐ **NO**

_____

HAVE YOU EVER VOLUNTEERED IN AN AREA OF LAW ENFORCEMENT? _____

IF YES, WHAT AREA AND WHERE?

_____

PLEASE RANK YOUR TOP THREE DEPARTMENTS OF INTEREST.

Departments within Headquarters (located in Columbia) to choose from: Public Information Office (PIO), Regulatory, South Carolina Law Enforcement Assistance Program (SCLEAP), Forensic Art, Criminal Justice Information Services (CJIS), Sex Offender Registry (CJIS - SOR), Geographic Information System (CJIS - GIS), South Carolina Incident-Based Reporting System (CJIS - SCIBRS), Special Victims Unit, Behavioral Science, State Administrative Agency for Homeland Security (SAA), Fusion Center, General Counsel

Departments within Forensics Lab (located in Columbia) to choose from: Toxicology, Firearms, DNA Casework, DNA Database

Investigative Services Field Offices: (*Please choose from the various regions below for Investigative Services)* Piedmont Region (located in Greenville), Midlands Region (located in Columbia), Pee Dee Region (located in Florence), Low Country Region (located in Colleton)

Department (located in) Charleston, SC to choose from: Counter Terrorism – SeaHawk

1. _____ 2. _____ 3. _____

***DO NOT WRITE**: "Headquarters", "Forensic Lab", or "Investigative Services"*
These are not recognized as specific departments and will not be eligible for review.

IN CASE OF AN EMERGENCY, PLEASE NOTIFY:

NAME: _____

RELATIONSHIP: _____

ADDRESS: _____

_____

CONTACT NUMBER: (HOME) _____ (WORK) _____

Applicant Signature: _____ Date: _____

Please scan in and email your application and supporting documents to:
Internships@sled.sc.gov
or mail your documents to:
State Law Enforcement Division
Office of Human Resources
Internship Program
P.O. Box 21398 Columbia, SC, 29221-1398

****If possible, please submit all documents together and in PDF format.***
