



U.S. Citizenship and Immigration Services

<https://www.futureintern.online/job/uscis-internship/>

USCIS Internship Program For Special Students Hiring 2025

Description

The U.S. Citizenship and Immigration Services (USCIS) Internship Program for Special Students Hiring 2025 offers a unique opportunity for students who are interested in supporting USCIS's mission of administering the nation's lawful immigration system. This paid internship program is designed for students who want to gain experience in federal service, specifically within the areas of immigration services, policy, law, and government operations. Interns will engage in meaningful projects, learning from USCIS professionals and developing skills essential for careers in public service and immigration policy.

Responsibilities

As a USCIS Intern, you will:

- Support day-to-day operations and assist with project-based work across departments, such as Immigration Services, Records Management, Public Affairs, Legal, and Policy.
- Participate in the review and processing of immigration-related documents and case files, ensuring accuracy and compliance with USCIS guidelines.
- Collaborate with USCIS staff to improve workflow efficiency and customer service within your assigned team.
- Conduct research, compile data, and assist with creating reports or presentations for USCIS staff and leadership.
- Engage in professional development activities, workshops, and training sessions to enhance your knowledge of immigration laws and policies.
- Attend meetings, training sessions, and seminars, gaining insights into USCIS's organizational structure, responsibilities, and mission.

Note: Duties may vary based on the intern's assigned department and project focus.

Qualifications

- Enrolled in an undergraduate or graduate program at an accredited institution, ideally pursuing a degree in Public Administration, Law, Political Science, Criminal Justice, Social Work, or a related field.
- Minimum GPA requirement of 3.0 or higher (varies by position).
- U.S. citizenship required, as positions may require a security clearance or background check.

Experience

- Coursework or experience related to immigration, law, government, public policy, or social services is preferred.
- Demonstrated ability to handle confidential information responsibly.
- Familiarity with government or public service practices is advantageous.

Skills

Hiring organization
USCIS

Employment Type
Intern

Duration of employment
6 Months

Job Location
Washington, D.C., United States,
20001, Washington, D.C., United States

Working Hours
8

Base Salary
10

Date posted
November 3, 2024

Valid through
17.11.2026

- **Research and Analysis:** Strong research skills, with the ability to compile, analyze, and interpret data.
- **Communication Skills:** Effective verbal and written communication skills; able to communicate with diverse groups and present findings clearly.
- **Detail-Oriented:** Accuracy and attention to detail in processing documents and data.
- **Organizational Skills:** Ability to manage multiple tasks and prioritize work in a fast-paced environment.
- **Adaptability:** Willingness to learn, take on new challenges, and adapt to evolving responsibilities.
- **Team Collaboration:** Capable of working independently and collaboratively with a team of professionals to accomplish shared goals.

Job Benefits

- **Competitive Pay:** A paid internship with hourly compensation based on academic level and relevant experience.
- **Hands-On Experience:** Real-world exposure to immigration services and government operations, with the opportunity to make meaningful contributions.
- **Professional Development:** Access to training, workshops, mentorship, and networking opportunities with USCIS professionals.
- **Insight into Federal Service:** A unique perspective on public service, government policies, and immigration laws.
- **Career Pathways:** Opportunity to develop skills and relationships that could lead to future federal employment with USCIS or other government agencies.

How To Apply

Interested students should submit their application through the USCIS Careers Portal by [Application Deadline, typically early spring 2025]. Required documents include:

1. **Resume or CV:** Detail your academic background, work experience, and relevant skills.
2. **Cover Letter:** Express your interest in the USCIS Internship Program, including any relevant background and career aspirations.
3. **Transcripts:** Unofficial transcripts may be submitted during the application process, though official transcripts may be required upon request.
4. **Letters of Recommendation (if applicable):** Some internship positions may recommend or require letters of reference.

[Job Vacancies Portal Here:](#)