Dear applicants,

Here are some "tips or guides" for applying and using the online application website (NSF ETAP). The online application is not LDEO's website, but is provided by the U.S. National Science Foundation (NSF).

1) First, it appears ETAP can be slow at times. We learned to be patient (please!) when we are using it! Fortunately, you can save your application as you are working on it, before you submit it. You do not have to do everything at once, if you are busy. (We assume it is when many people are using the site at the same time.)
2) You will need to create an account with the NSF website to apply. This will be obvious, as it will ask you to do this before you can click apply to our program.
3) When filling out the registration info, if it says OPTIONAL, we do not need it. You do not need to provide it. It is up to you.
4) Do not provide SAT scores. We do not use them. We cannot remove that question from the NSF ETAP application website. It says optional so you do not need to provide it.
5) We recommend first to write out and edit your Personal Statement in Microsoft Word or another app that you may use, so you can cut and paste into the application.

   Also, you may want to write out your answers to 2 other questions we ask on the application: (Question 1) "In your opinion, what are the qualities of an excellent scientist? Try to explain in a maximum of 3 paragraphs, or less."

   (Question 9). "Why do you think you are qualified for the particular projects you have selected as your top 3 choices (or top 3 choices in each program, for those allowed to apply to both programs). Or, explain your interests that make you qualified for the project. Maximum of 6 paragraphs."

6) After you write your personal statement, we estimate it will take about 1 hour to apply on the ETAP site. You can cut and paste from Word (or another app) into text boxes provided on ETAP – but, please proofread after pasting to make sure it pasted correctly!
7) After getting through the initial Registration page, we suggest then clicking on "Application Materials" on the left side and uploading transcripts and your resume. We found this may be easier when you get to the parts of the application where you need to provide these. If this is not clear, do not worry about it. You can upload them as you are going through the application items.
8) Again, do not stress if you are running out of time – you can save as often as you want, up to the deadline on Feb 23rd.

9) For general program FAQ, please see our website at
https://lamont.columbia.edu/education-outreach/student-summer-opportunities-intern-programs

Thanks for applying,
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