



## South Carolina Law Enforcement Division

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

Henry D. McMaster, Governor  
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### 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](mailto: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 One Reference listed**
- 2) **Official Academic Transcript (sent directly from College/University)**
- 3) **Written Recommendation from Academic Advisor or Dean**
- 4) **Personal Statement with Future Career Goals**

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

Fall – July 14th  
Summer – April 30th  
Spring – November 30th

***\*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.



An Accredited Law Enforcement Agency





HAVE YOU EVER BEEN CHARGED WITH A CRIMINAL OFFENSE?  YES  NO

IF YES, LIST THE CHARGE AND DISPOSITION: \_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER VOLUNTEERED IN AN AREA OF LAW ENFORCEMENT? \_\_\_\_\_

IF YES, WHAT AREA AND WHERE? \_\_\_\_\_

PLEASE LIST THREE AREAS OF INTEREST. (Forensics, Investigative Services, Homeland Security, Alcohol, Narcotics, VICE, Fusion, Counter-Terrorism, Regulatory, CJIS, Information Technology, Cybersecurity, Administration)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

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***IN CASE OF AN EMERGENCY, PLEASE NOTIFY:***

NAME: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CONTACT NUMBER: (HOME) \_\_\_\_\_ (WORK) \_\_\_\_\_

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*Applicant Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**\*\*PLEASE SUBMIT APPLICATION AND ALL RELATED INFORMATION TO:**

**STATE LAW ENFORCEMENT DIVISION  
OFFICE OF HUMAN RESOURCES  
INTERNSHIP PROGRAM  
P.O. BOX 21398 COLUMBIA, SC 29221-1398  
Or  
Internships@sled.sc.gov**

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# INTERNSHIP CHECK LIST

(FOR OFFICIAL USE ONLY - DO NOT WRITE ON THIS FORM)

Intern Name: \_\_\_\_\_

Interview Date (Optional): \_\_\_\_\_ Interviewer: \_\_\_\_\_

Dept./Unit Assignment: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

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Application

Resume

Academic Transcript      Current GPA: \_\_\_\_\_      Cumulative GPA: \_\_\_\_\_

Letter of Advisor Recommendation

**Database Checks:**      (Please indicate all completed checks.)

|                                   |                                     |                                       |
|-----------------------------------|-------------------------------------|---------------------------------------|
| Criminal History                  | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| Driver's License                  | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| AutoTrack                         | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| SCIEX Warehouse                   | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| Prior SLED Investigation (MAPPER) | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| MySpace/Facebook: _____           | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |
| Other: _____                      | <input type="checkbox"/> Acceptable | <input type="checkbox"/> Unacceptable |

Approved

Disapproved

Dept./Unit Assignment: \_\_\_\_\_

Daily Supervision By: \_\_\_\_\_

**Authorization:**

Director, Office of Human Resources: \_\_\_\_\_  
Signature      Date

Liability/Confidentiality Forms Signed

ID/Access Card Issued

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