

Maryland State Police Forensic Sciences Division

Internship Program

Frequently Asked Questions

1. Why should I do an internship with the Maryland State Police Forensic Sciences Division (MSP-FSD)?

Some degree programs require an internship. Even if an internship is not required, it allows students to gain experience and knowledge within the forensics field. Internships are a great way to gain experience and to make connections with forensic scientists in the field. It also benefits MSP-FSD since interns provide assistance to our units. You, as a student, and the MSP agency both benefit from taking on interns each semester.

2. When can I apply?

Applications will be accepted only during open application periods for each semester. Please refer to our [website](http://mdsp.maryland.gov/organization/pages/criminalinvestigationbureau/forensicciencesdivision/fsdinternshipprogram.aspx) for open application dates:
<http://mdsp.maryland.gov/organization/pages/criminalinvestigationbureau/forensicciencesdivision/fsdinternshipprogram.aspx>

3. Am I eligible to apply?

Any person applying must be currently enrolled in a Forensic Science program (or Life/Physical Science major with a minor in Forensic Science) from an accredited university, college or graduate school. *We only accept applications from college juniors, seniors (undergrad) and those in graduate school.*

Individuals who have already graduated from a program are not eligible. Due to the limited number of internships available, we do not accept applications from high school students or those enrolled in a certificate or associate degree program. It is preferred that applicants have some lab experience, especially in the utilization of instrumentation found in the labs where you may be placed. Applicants from online programs may be considered on a case by case basis.

4. How do I apply?

Complete the application packet. Include a copy of your driver's license, current curriculum vitae, college transcript, cover letter and recommendation (may be sent separately by your reference). E-mail/mail or hand-deliver all materials to:

Maryland State Police – Forensic Sciences Division

Attn: Internship Coordinator

221 Milford Mill Road, Pikesville, MD 21208

MSP.FSDinternship@maryland.gov

If you choose to hand deliver your application, please note the lab operates under the business hours of 8-5pm Monday through Friday. For applications submitted by e-mail, please compile all documentation into a **single PDF document** and mail the original form signed by the Notary Public.

Late applications will not be accepted.

5. What are the specific duties of each Unit?

Visit our website for [descriptions](#) of each Unit. There are additional links on the left of the page that describe each section.

6. Are official transcripts required?

No, official transcripts are not required. Unofficial transcripts are fine as long as they clearly state your school's name, dates attended, course titles and their respective grades.

7. Can I apply for an internship in multiple Units?

Yes! In fact, your chance of getting an internship may be greater if you have more flexibility of placement. There is a section in the Intern Application Packet where you can rank the Units that you are interested in based on your order of preference.

8. How many internship openings do you have each semester?

This can vary quite a bit. Some Units keep interns going throughout most of the year, while other Units rarely request interns. In a given semester, it's not uncommon to place 8-12 interns.

9. What happens if I'm not placed in a Unit? Can you keep my application for a later semester?

If you are not placed for an internship during your desired semester, you may contact us during the next open application period to be reconsidered. Depending on how long since your previous application, you may or may not need to submit another application with updated information.

10. What is the dress code?

Students are expected to follow the MSP-FSD dress code: business casual attire and closed-toed shoes. Dark, solid colored scrubs are permitted. Jeans are permitted as well.

11. How many hours does the lab require for an internship? What will my schedule be like?

Applicants for internships are expected to donate a minimum of 60 hours during the course of their time with us (i.e. 4 hours per week for a 15 week semester). Summer interns are expected to donate a minimum of 200 hours spread over a 10-12 week session. However, this expectation can vary depending on the needs of each Unit.

Your schedule is something you will work out with your mentor once you are assigned. Normal work hours range from 6am to 5pm, Monday through Friday, but can slightly vary depending on the Unit. *No weekend hours will be permitted, or after 5pm weekdays.*

12. What kind of hands-on experience will I receive during my internship?

This can vary greatly depending on which Unit you are placed with. Interns will not handle evidence independently.

13. I'm a graduating senior; can I use my internship to complete my thesis?

If you would like to do a thesis or other project here at MSP-FSD, this can be discussed with you in further detail. We'd have to find out more information from you (which Unit, what the project is, etc) before agreeing to assist you. Approval from the Director is required for all external communication in support of a thesis or project conducted during your internship.

14. What do I need to bring on my first day?

We require a driver's license to verify your identity when you check-in.

15. My degree requires an internship. Will an internship here qualify?

In most cases, yes, you can receive education credit for your internship at MSP-FSD. However, the student is responsible for notifying us of any special circumstances that exist for their degree program.

16. Do I have to take a polygraph test? Background check?

We do not do polygraphs; however, we do run background checks on all interns selected for an internship. Background checks for U.S. citizens take approximately a week to complete.

17. I am an international student in the U.S. on a visa. Can I still apply?

No. At this time, MSP is not able to perform international background checks. If this status changes, the website will be updated.

18. Will I be under direct supervision during my internship?

You will not have unsupervised access to most areas of the lab. It is possible that you may work independently on a project once you are trained. You will be supervised if in the presence of official evidence.

19. I'm not a student now. Since I can't participate in the forensics internship program, can I still volunteer?

Yes, the State has a volunteer program called VIPS (Volunteers in Police Service) that you may be able to participate in. Please see more information here: <https://mdsp.maryland.gov/Careers/Pages/Volunteers.aspx>. Contact Ms. Andrennae Speaks if you have questions at andrennae.speaks@maryland.gov. These positions are throughout MSP at various barracks, typically doing administrative tasks.

20. Who do I contact if I have more questions?

If your questions are not answered here or in the Intern Application Packet, you may contact the MSP-FSD Intern Coordinator at:

MSP.FSDinternship@maryland.gov