

Application Support Workshop: Best Practices for Applying to the Visiting Faculty Program (VFP)

Dr. Brandi Keene

VFP Program Manager | Chemist

Office of Workforce Development for Teachers and Scientists



U.S. DEPARTMENT OF
ENERGY

Office of
Science

Breakthroughs at the DOE National Laboratories

- **Advanced Supercomputing**-The world's fastest supercomputer, Frontier helped researchers simulate synthesizing a material harder and tougher than a diamond — or any other substance on Earth.
- **Put the Jolt in Volt**- Chevy's Volt would not be able to cruise on battery power were it not for the advanced cathode technology that emerged from a National Lab (specifically, Argonne National Lab).
- **Decoded DNA**-In 1990, the National Labs joined with the National Institutes of Health and other laboratories to kick off the Human Genome Project, an international collaboration to identify and map all the genes of the human genome.
- **Brought the web to the U.S.**-National Lab scientists, seeking to share particle physics information, were first to install a web server in North America, kick-starting the development of the worldwide web as we know it.
- **World's First Video Game**- Before there was Xbox and PlayStation, there was Tennis for Two, which may have been the first video game ever created, Brookhaven National Lab scientists built the pioneering system to entertain visitors to the Lab in 1958.
- **Launched the LED lighting revolution**-In the 1990s, scientists at a National Lab saw the need for energy-efficient solid-state lighting and worked with industry to develop white LEDs. Today, white LEDs are about 30 percent efficient, with the potential to reach 70 percent to 80 percent efficiency.
- **3D Printing Bigger and Better**-A large-scale additive manufacturing platform developed by a National Lab and an industry partner printed 3D components 10 times larger and 200 times faster than previous processes. So far, the system has produced a 3D-printed sports car, SUV, house, excavator and aviation components.
- **Discovered 22 elements** - To date the National Labs have discovered: technetium, promethium, astatine, neptunium, plutonium, americium, curium, berkelium, californium, einsteinium, fermium, mendelevium, nobelium, lawrencium, rutherfordium, dubnium, seaborgium, flerovium, moscovium, livermorium, tennessine and oganesson.
- **Noble Prizes**-There are 118 Nobel Laurates associated with U.S. Department of Energy. After receiving the Nobel Prize, 70% DOE scientists remain affiliated with the National Labs.

Additional breakthroughs are available at <https://www.energy.gov/downloads/75-breakthroughs-american-national-laboratories>.



U.S. DEPARTMENT OF
ENERGY

Office of
Science

Office of Science Mission

Delivery of scientific discoveries and major scientific tools to:

- (1) Transform our understanding of nature and
- (2) Advance the energy, economic, and national security of the United States.



Nearly **29,000** Researchers Supported at
>300 Institutions and **17** DOE Labs



Steward **10** of the 17 DOE
National labs



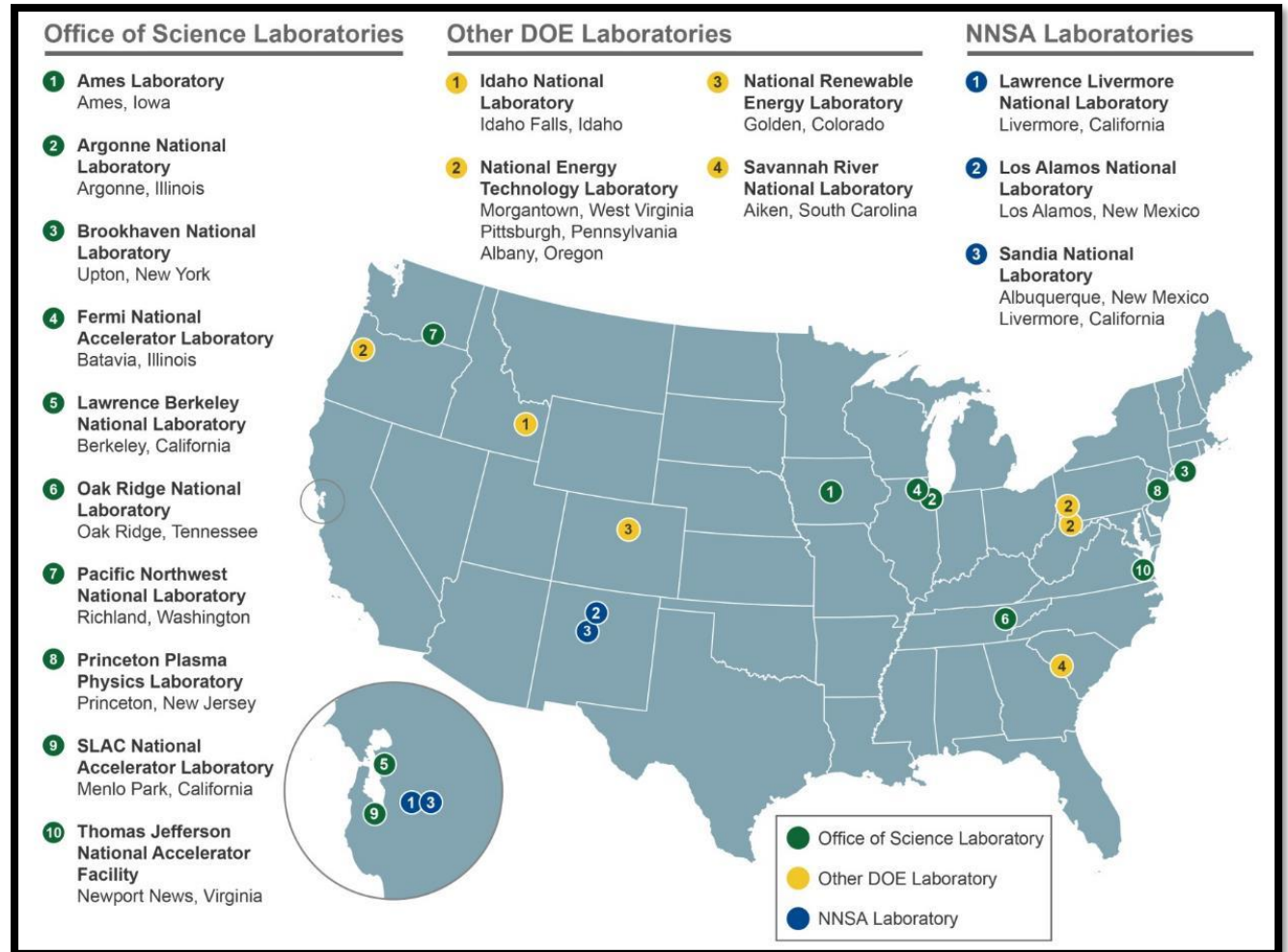
Nearly **34,000** Users of **28** SC
Scientific Facilities



\$8.1B
(FY 23 enacted)

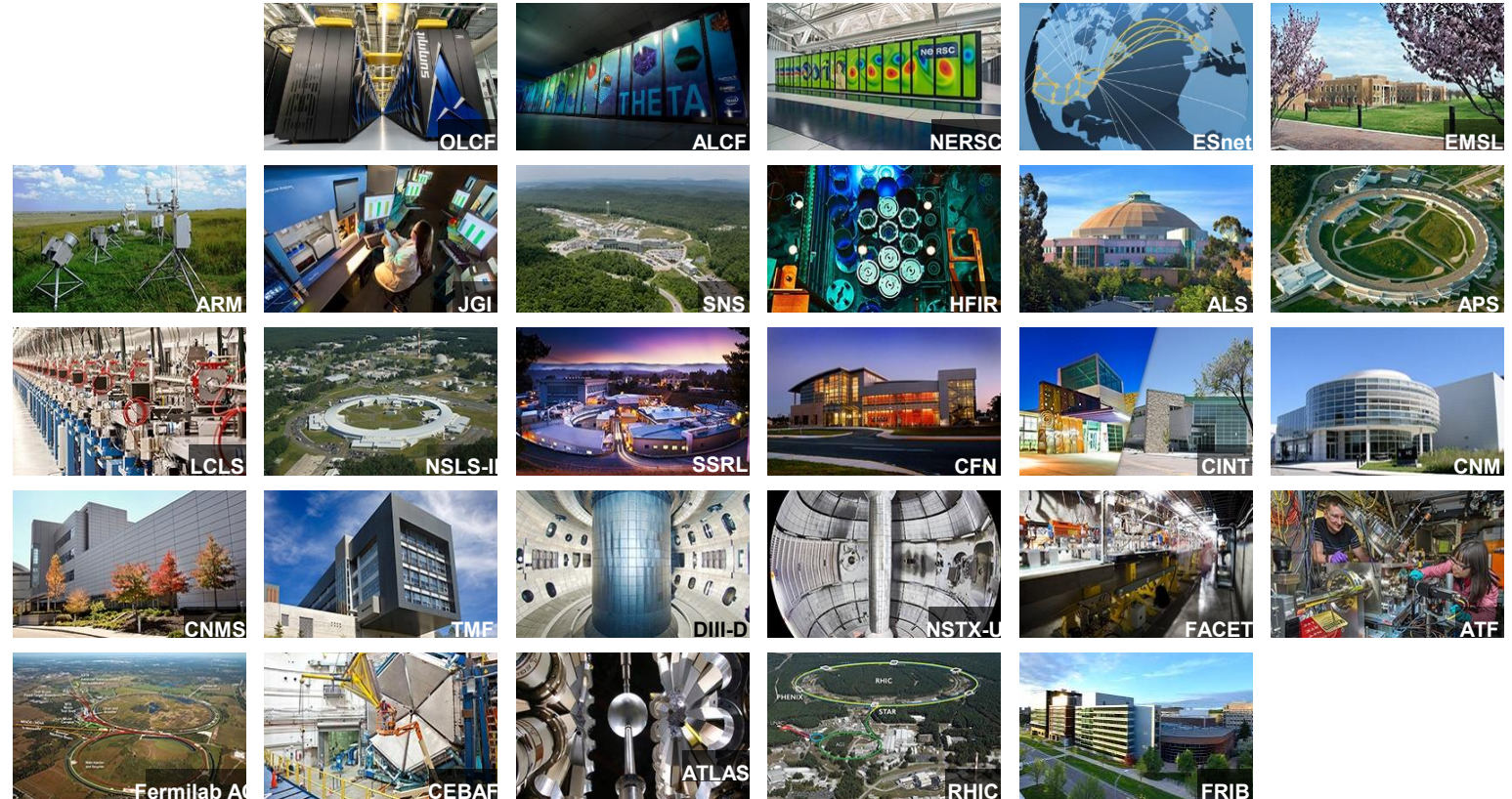
DOE National Laboratories

- Created as a home for large-scale, costly scientific facilities that universities cannot afford.
- The 17 DOE National Laboratories provide the Nation with strategic scientific and technological capabilities.
- The Office of Science stewards 10 DOE laboratories that provide essential support to the missions of the SC science programs.
- VFP is hosted on-site at the host DOE National Laboratory.



DOE Office of Science – Scientific User Facilities

- The DOE's Office of Science maintains and operates 28 user facilities at DOE national laboratories across the country.
- The user facilities include advanced supercomputers, particle accelerators, large x-ray light sources, neutron scattering sources, specialized facilities for nanoscience and genomics.
- The user facilities are shared resources available for faculty and students to use. Access is available on competitive basis using peer review.



The Office of Science Research Portfolio

<https://science.osti.gov/Programs/>

Advanced Scientific Computing Research	• Delivering world leading computational and networking capabilities to extend the frontiers of science and technology
Basic Energy Sciences	• Understanding, predicting, and ultimately controlling matter and energy flow at the electronic, atomic, and molecular levels
Biological and Environmental Research	• Understanding complex biological, earth, and environmental systems
Fusion Energy Sciences	• Building the scientific foundations for a fusion energy source
High Energy Physics	• Understanding how the universe works at its most fundamental level
Nuclear Physics	• Discovering, exploring, and understanding all forms of nuclear matter
Isotope R&D and Production	• Supporting National Preparedness for isotope production and distribution during national crisis
Accelerator R&D and Production	• Supporting new technologies for use in SC's scientific facilities and in commercial products



Office of Workforce Development for Teachers and Scientists (WDTS)

Mission: Sustaining a highly skilled STEM talent pool for a strong future DOE workforce

Supporting best-in-class, hands-on training for STEM workforce

Community College Internship (CCI): dedicated to students at community colleges (summer, spring, and fall terms).

Science Undergraduate Laboratory Internship (SULI): Students at 2-/4-year academic institutions and recent graduates (summer, spring, and fall terms).

Office of Science Graduate Student Research Program (SCGSR): Doctoral candidates spend 3-12 months conducting their graduate thesis research SC mission priority areas at DOE labs (2 solicitations per year).

Visiting Faculty Program (VFP): Open to faculty members from emerging research institutions in STEM research, including all HBCUs. *(limited to the summer term).*



About the Visiting Faculty Program (VFP)

- Enhances research competitiveness and STEM teaching through a collaboration with DOE national laboratory scientists.
- Open to full-time faculty members from U.S. degree-granting colleges, universities, and community colleges with limited STEM research infrastructure, including all HBCUs.
- Faculty may invite 2 students to join them for the summer term.
- \$1600/week stipend, travel and housing support.

Currently, accepting applications for the Summer 2026 term.

Learn more, apply at:



VFP Faculty Eligibility Requirements

- **Citizenship**-Must be a United States Citizen or Lawful Permanent Resident at the time of applying.
- **Faculty Appointment**-Must be a full-time faculty member at an accredited U.S. degree granting, postsecondary institution of higher education historically underrepresented in the U.S. research community. This includes 2-year and 4-years institutions of higher education. Note: Adjunct and visiting faculty are not eligible for VFP.
- **Institution Research Activity Designation:** The applicant cannot be a faculty member at an institution categorized as " Research 1: Very High Research Spending and Doctorate Production" or " Research 2: High Research Spending and Doctorate Production" as reported in the 2025 [Carnegie Classification for Institutions of Higher Education](#). Note: Full-time faculty members at Historically Black Colleges/Universities (HBCU's) are eligible to apply regardless of research activity designation.
- **Disciplines Recommendation:** Must be a full-time faculty member in an area (but may not be limited to) of physics, chemistry, biology (non-medical), engineering, environmental sciences, geology or geosciences, mathematics, materials sciences, or computer or computational sciences.
- **Previous Appointment Requirement :** For faculty applying to the VFP Teaching Initiative Track, you are required to have previously participated in VFP or FaST.
- **Participation and Application Limit:** Faculty are limited to participation in VFP for five appointments. Additionally, faculty can apply to VFP a maximum of five times.

Before applying, verify you meet the “all” eligibility requirements.



Prior to applying, eligible faculty are strongly encouraged to contact scientific or engineering staff at the DOE National Laboratory best aligned with their research interests.

In you need assistance, [VFP Lab Contacts](#) are available to help you.

Application Requirements

APPLY NOW

- All applications (faculty and student) must be completed online through the [online application system](#). You will need to create an account to access the online application system.
- Only complete applications submitted by the deadline will be considered for evaluation and placement. As a reminder, letters of recommendations are a component of a completed application.
- The application system is compatible with mobile-friendly devices including smartphones.

The application materials must be uploaded and received through the online application system will provide the sole basis for evaluation and selection.

VFP Faculty Application Homepage

VFP Faculty
Visiting Faculty Program

 U.S. DEPARTMENT
of **ENERGY** | Office of
Science

Instructions1 Complete Your Application2 Request Recommendations3 Verify & Submit4 Check Your Status

 The VFP Faculty application will close in 62 days.

Instructions

To apply for VFP Faculty Summer 2026, complete these four steps before the **application deadline** of 1/7/2026 5:00 PM Eastern Time. If you submitted an application from a previous term, note that you can download a copy from the Application History section of the [Status Page](#) to aid in the completion of your application for the current term.

1

Complete Your Application

Provide all the required information in the [application form](#).

Complete Your Application

2

Request Recommendations

Make [requests for recommendations](#) as soon as possible, then verify that they have been received on the [status page](#).

NOTE: Applications can be submitted immediately after requests for recommendations have been made; recommendations DO NOT have to be received before applications can be submitted.

Request Recommendations

3

Verify & Submit

Verify that all information is complete and correct, then [submit your application](#). After submittal, you will be able to un-submit and edit your application until the application deadline. If you un-submit, you must resubmit your application before the deadline to be considered. After the application deadline, you will only be able to update your contact information in the applicant profile, but you can remove yourself from consideration by selecting "Withdraw" on the [status page](#).

Verify & Submit

4

Check Your Status

After your information has been submitted, you can [check your status](#) at any time.

Check Your Status

Components of VFP Faculty Application

- Applicant Profile
- Professional Background
- Program Information
- Research Project
- Letters of Recommendation
- Inviting Students



ANL

<https://www.anl.gov/education/departments-of-energy-visiting-faculty-program>

Accessed 1/9/2019

Professional Background



Professional Background: Indicate Academic Information

The screenshot shows a web form titled "Professional Background". On the left is a sidebar with a list of sections: "APPLICANT PROFILE" (General Information, Address, Citizenship / Languages / Eligibility, Demographics), "PROFESSIONAL BACKGROUND" (Academic Information, Advanced Education, Professional Affiliations, Curriculum Vitae), "PROGRAM INFORMATION" (Eligibility, Previous Program Participation, Track Selection, Availability, Host DOE Laboratory, Laboratory Outreach & Engagement Programs), and "RESEARCH PROJECT" (Project Information, Skills and Abilities, Student Participants). The "Academic Information" section is highlighted with a red box. The main content area has a sub-header "Academic Information" followed by a text box containing the eligibility requirement: "Eligibility requires that applicants be full-time faculty members at accredited U.S. colleges or universities that are historically underrepresented in the scientific research community. Please provide the requested information regarding your current academic institution." Below this are several dropdown menus: "College/University Country" (United States and U.S. Territories), "College/University State/Province/Territory" (North Carolina), and "College/University Name" (North Carolina Central University - Durham). There is a text input field for "Department Name" with "Chemistry" entered. Another red box highlights the "Position Title" field, which contains "Professor". Below this is a "College/University Address" field with "100 Dream Street" entered. A blue arrow points from the yellow callout box to the "Position Title" field.

APPLICANT PROFILE

- General Information
- Address
- Citizenship / Languages / Eligibility
- Demographics

PROFESSIONAL BACKGROUND

- Academic Information
- Advanced Education
- Professional Affiliations
- Curriculum Vitae

PROGRAM INFORMATION

- Eligibility
- Previous Program Participation
- Track Selection
- Availability
- Host DOE Laboratory
- Laboratory Outreach & Engagement Programs

RESEARCH PROJECT

- Project Information
- Skills and Abilities
- Student Participants

Professional Background

[Get Help With...](#)

Academic Information

Eligibility requires that applicants be full-time faculty members at accredited U.S. colleges or universities that are historically underrepresented in the scientific research community. Please provide the requested information regarding your current academic institution.

College/University Country
United States and U.S. Territories

College/University State/Province/Territory
North Carolina

College/University Name
North Carolina Central University - Durham

Department Name
Chemistry

Position Title
Professor

College/University Address
100 Dream Street

Eligibility is limited to full-time faculty as defined by the Internal Revenue Service .

Professional Background: Uploading Curriculum Vita's (CV)

Instructions

1 Complete Your Application

2 Request Recommendations

3 Verify & Submit

4 Check Your Status

The VFP Faculty Application will close in 63 days

APPLICANT PROFILE

General Information

Address

Citizenship / Languages / Eligibility

Demographics

PROFESSIONAL BACKGROUND

Academic Information

Advanced Education

Professional Affiliations

Curriculum Vitae

PROGRAM INFORMATION

Eligibility

Previous Program Participation

Track Selection

Availability

Host DOE Laboratory

Laboratory Outreach & Engagement Programs

RESEARCH PROJECT

Professional Background

Curriculum Vitae of Applicant

Please upload a copy of your current curriculum vitae (CV).

Replace File

View Transcript:

WDTS Application Checklist (2).pdf

The system will automatically scan your file for potential instances of Personally Identifiable Information (PII). [Learn more.](#)

Curriculum Vitae of Co-Investigator

Please upload a copy of the current curriculum vitae (CV) for the Co-Investigator.

Replace File

View Transcript:

Monthly Call with WDTS and Lab Education Directors July 11-v1.pdf

The system will automatically scan your file for potential instances of Personally Identifiable Information (PII). [Learn more.](#)

Curriculum Vitae must be redacted to remove Social Security Numbers and dates of birth. The system will scan your files for potential instances of this Personally Identifiable Information (PII). You will have the option of letting the system automatically redact specific information from your file, but **you are still responsible** for ensuring that it does not contain Personally Identifiable Information. Applications that include this Personally Identifiable Information will be rejected.



Program Information



Program Information: Previous Program Participation

Instructions

1 Complete Your Application

2 Request Recommendations

3 Verify & Submit

4 Check Your Status

The VFP Faculty Application will close in 63 days

APPLICANT PROFILE

General Information

Address

Citizenship / Languages / Eligibility

Demographics

PROFESSIONAL BACKGROUND

Academic Information

Advanced Education

Professional Affiliations

Curriculum Vitae

PROGRAM INFORMATION

Eligibility

Previous Program Participation

Track Selection

Availability

Host DOE Laboratory

Laboratory Outreach & Engagement Programs

Program Information

Previous Program Participation

Have you previously participated in the DOE Visiting Faculty Program (VFP) or Faculty and Student Teams (FaST) Program?

Yes

No

A “YES” response will allow applicants to have the option to choose one of two tracks: (1) VFP Research Collaboration or (2) the VFP Teaching Initiative Track.

Program Information: Track Preference

Instructions

1 Complete Your Application

2 Request Recommendations

3 Verify & Submit

4 Check Your Status

The VFP Faculty Application will close in 63 days

APPLICANT PROFILE

General Information

Address

Citizenship / Languages / Eligibility

Demographics

PROFESSIONAL BACKGROUND

Academic Information

Advanced Education

Professional Affiliations

Curriculum Vitae

PROGRAM INFORMATION

Eligibility

Previous Program Participation

Track Selection

Availability

Host DOE Laboratory

Program Information

Track Selection

The Visiting Faculty Program (VFP) offers two tracks. Select the track which you wish to apply for:

☒ VFP Research Collaboration Track

This track seeks to increase the research competitiveness of faculty members and their students at institutions historically underrepresented in the research community to expand the workforce vital to the Department of Energy (DOE) mission areas. As part of the program, selected university/college faculty members collaborate with DOE laboratory research staff on a research project of mutual interest.

☐ VFP Teaching Initiative Track

This track seeks to enhance STEM teaching capacities of faculty members at institutions historically underrepresented in the STEM research enterprise through research collaboration with DOE national laboratories. Ultimately, this track aims to expand the workforce vital to DOE mission areas. Faculty members must have previously participated in the VFP Research Collaboration Track or Faculty and Student Teams (FaST) to be considered for this track.

NOTE: Applicants to the VFP Teaching Initiative Track must submit at least one recommendation from their department head or dean. The recommendation must indicate explicitly the department head or dean's approval of the faculty member's application and participation in the program.

Note: First-time applicants must apply to the VFP Research Collaboration Track.

Program Info: Host DOE Lab Preference

Instructions

1 Complete Your Application

2 Request Recommendations

3 Verify & Submit

4 Check Your Status

The VFP Faculty Application will close in 62 days

APPLICANT PROFILE

✓ General Information

✓ Address

✓ Citizenship / Languages / Eligibility

✓ Demographics

PROFESSIONAL BACKGROUND

✓ Academic Information

✓ Advanced Education

✓ Professional Affiliations

✓ Curriculum Vitae

PROGRAM INFORMATION

✓ Eligibility

✓ Previous Program Participation

✓ Track Selection

✓ Availability

✓ Host DOE Laboratory

✓ Laboratory Outreach & Engagement Programs

Program Information

Host DOE Laboratory

Which host DOE laboratory are you proposing to collaborate with for your research project?

Ames National Laboratory (AMES)

Please enter the requested co-Principal Investigator (PI). This individual must be the co-PI listed on your proposal, and must also be located at the same host DOE laboratory selected above.

Mitchell Amundson

If the name of your co-Principal Investigator is not listed here, please enter the name of your co-PI and then click the Contact Laboratory button. The Laboratory will request a co-PI account which will add your co-PI's name to this list. Once this request has been fulfilled, your co-PI's name will display in the dropdown list and you will be able to complete this section of the application.

Please enter the name of the requested co-Principal Investigator (PI).

Contact Laboratory

 U.S. DEPARTMENT OF
ENERGY | Office of
Science

20

Energy.gov/science

Tips for Selecting a Host Lab

- Learn about the research happening at the DOE national labs and identify topics which align with your interests.
 - Refer to the [WDTS website](#) for more details to assist with selecting a host national laboratory.
 - Read scientific literature. Check authors affiliations of the literature you read for potential research collaboration.
 - Conduct searches in ISI Web of Science, SciFinder, Google Topic..-search by topic –refine by institution.
- After a research topic is identified which aligns with the DOE mission, [contact the laboratory](#) to inform them of your desire to collaborate with a DOE scientist through VFP.

Research Project



Research Project: Proposal Format

Element	Requirement
File type	Adobe Acrobat PDF document with “.pdf” extension after filename
Page margins	One-inch margins on all sides
Font size	12 point
Font type	Times or Times Roman; use symbolic font for math notation
Text spacing	Single spacing
Page headers and footers	Left-side header: Your proposal title Left-side footer: The faculty applicant’s name Right-side footer: Page numbers
Figures	Proposals may contain embedded figures, but the entire proposal should be legible when printed in black and white; color figures that are not clear or understandable in black and white should be avoided. Figures must fit within the stated page limit.
Page limit	7 pages including cover page (cover page)

Research Proposal Guidance for VFP Research Collaboration Track

- Prepare a proposal with the following elements:
 - **Cover page** which includes (one-page limit)
 - Proposal title and abstract
 - Experimental Team
 - Scientific facilities
 - **Proposal Body** which includes (six-page limit)
 - **Background:** Define the context for the proposal by relating it to other work, at the host laboratory and elsewhere, including any preliminary studies. Explain how the proposal is innovative and advances the state-of-the-art in the field.
 - **Hypotheses and research objectives and goals:** Concisely define your research goals and describe how accomplishment of the research goals would help to validate the hypothesis and bridge one or more gaps in the knowledge.
 - **Key deliverables:** List the key deliverable(s) you expect to accomplish and scientific and technical impact.
 - **References cited:** Not a part of the six-page limit.

Research Project: Project Proposal Details in Application Portal

APPLICANT PROFILE	
☒	General Information
☒	Address
☒	Citizenship / Languages / Eligibility
☒	Demographics
PROFESSIONAL BACKGROUND	
☒	Academic Information
☒	Advanced Education
☒	Professional Affiliations
☒	Curriculum Vitae
PROGRAM INFORMATION	
☒	Eligibility
☒	Previous Program Participation
☒	Track Selection
☒	Availability
☒	Host DOE Laboratory
☒	Laboratory Outreach & Engagement Programs
RESEARCH PROJECT	
☒	Project Information
☒	Skills and Abilities
☐	Student Participants

Research Project

Project Information

All faculty applicants are required to submit a co-written research proposal at the time of application. Prior to selecting a host laboratory and research project, faculty member applicants should carefully read the research areas available at each DOE laboratory outlined on the [WDTS website](#). Additional information is found on laboratory websites. **Applicants are strongly encouraged to reach out to scientific or engineering staff at the DOE National Laboratory they identify as having research activities and opportunities aligned with their own research interests, and determine if collaborative possibilities exist. The co-written research proposal is likely to result from this outreach and discovery activity.**

Proposal Title Maximum of 200 characters

Proposal Short Name Maximum of 30 characters

Proposal Abstract

****All applicants must submit a co-written research project proposal. The proposal will be uploaded on this page.**

body p

Current Word Count [0] (max: 250)

Which of the following Research Areas is best aligned with this proposed proposal?

Faculty Applicants: Letters of Recommendation



Letters of Recommendations

- A completed application requires recommendations from two individuals familiar with the applicant's academic background, training, experience, abilities, or potential relevant to the VFP.
- An applicant will be asked to provide contact information for individuals indicated in the online application system. **Applicants are encouraged to make the requests for recommendations as soon as possible.**
- **Qualified Recommenders:** Recommendations are not permitted from family members, friends, or friends of family members. Please choose professional references who can objectively assess the applicant's capabilities.
- **Reminder:** Applicants to the VFP Teaching Experiencing Track must submit at least one recommendation from their department head or dean.
- Letters of reference must be submitted through the application portal by the application deadline (i.e. 5:00 p.m. Eastern Time on January 7, 2026 for the Summer 2026 term).

Selection and Notification

- **Eligibility and Compliance Check**-All applications must pass eligibility and compliance check.
- **Merit Review**- Assessment by first and second choice labs selected by the applicant.
 - Applications will be assessed based upon research proposal, research, training, and experience in STEM, the applicant's background, experience, accomplishments, and interests as they relate to the host laboratories.

Notifications-Offers are made by a Laboratory Education Directors (not research mentors) via e-mail. The offer package will provide details regarding the stipend, housing, travel, program orientation, identify of the research advisor and research project, the institutional setting, any special requirements.

All appointments are contingent upon proof of citizenship or citizenship status and the outcome of a formal background check.

Faculty Obligations

- Commit to 10-weeks (40 hrs/week) in the program.
- Maintain health insurance during the appointment.
- Complete deliverables
 - Pre-survey
 - Post-survey
 - Oral presentation
 - Project report (6-page limit)
- Participating students must complete [deliverables](#)

VFP Student Applicants



VFP Student Eligibility Requirements

- **Citizenship**-Must be a United States Citizen or Lawful Permanent Resident at the time of applying.
- **Age**-Must be 18 years or older at the time the internship begins.
- **Enrollment**-Must be currently enrolled as a full-time student at an accredited two-year or four-year college and completed at least one semester at the time of applying. Note: Applicants who will complete their undergraduate degree prior to starting their internship may apply as a "Graduating Senior", if (1) the applicant has not yet started a program of graduate study and will not matriculate as a graduate student prior to completing the VFP term, and (2) the time period between receipt of an undergraduate degree and starting the VFP term is less than one year.
- **High School Diploma or GED**- Must have earned a high school diploma or General Educational Development (GED) equivalent at the time of applying.
- **Grade Point Average (GPA)**-Must have an undergraduate cumulative minimum Grade Point Average (GPA) of 3.0 on a 4.0 scale for all completed courses taken as a matriculated student at the applicant's current (or recently-graduated) institution and at any undergraduate institutions attended as a matriculated postsecondary student during the 5 years preceding the start of the current enrollment. *College courses completed during high school are not required to be reported.*
- **Invitation to Apply** – Must be invited to participate by the applying faculty member. Student application deadline is the same as VFP faculty.
- **Approval by Host Lab** - Subject to final approval by the DOE laboratory research advisor.
- **Participation and Application Limit**-Applicants are limited to participation in VFP to no more than two internships. Applicants can apply to the VFP a maximum of four times.

Before inviting students, verify they meet “all” eligibility requirements.

Inviting Students in the Portal

 The VFP Faculty application will close in 47 days.

Research Project

Student Participants

Students cannot be invited during the Spring or Fall VFP terms. Students are eligible to participate in the VFP program during the **Summer Term** only. Do you wish to invite student participants?

Student participants may be added until 7 days prior to the application closing date of 1/8/2025. No student participants may be added after this deadline.

☐ Yes ☐ No

Save

Research Project: Details Required to Invite Student Participants

APPLICANT PROFILE

✓ General Information

✓ Address

✓ Citizenship / Languages / Eligibility

✓ Demographics

PROFESSIONAL BACKGROUND

✓ Academic Information

✓ Advanced Education

✓ Professional Affiliations

✓ Curriculum Vitae

PROGRAM INFORMATION

✓ Eligibility

✓ Previous Program Participation

✓ Track Selection

✓ Availability

✓ Host DOE Laboratory

✓ Laboratory Outreach & Engagement Programs

RESEARCH PROJECT

✓ Project Information

✓ Skills and Abilities

Student Participants

Research Project

Add Student Participant

It is expected that the invited students hold promise as young researchers and will make substantive contributions as a member of the research team. Please identify each student and explain why you selected them and what contributions you anticipate they will make to the research project.

NOTE: Students will immediately receive an invitation by email with directions for applying to the VFP Student program.

First Name

Last Name

Email

Student Status

Select student status... ▼

Selection Explanation

Add Student and Send Email

Cancel

Application Process for VFP Student(s)

- Application components include:
 - Background Information
 - Education Information
 - Transcripts: All personal identifiable information must be redacted. Additionally, students must submit transcript and enrollment details for colleges/universities attended within 5-years of starting enrollment at the current academic institution.
 - Laboratory/facility choice and research interests
 - Essays
 - Research Experience
 - Research Interests
 - Personal Interests
 - Professional Goals
 - Two letters of recommendation

Helpful Tip: If your VFP project includes students, invite them to complete the student application as soon as possible.

Check Your Application and Student's Application Status

WDTs VFP Home

FAQLogout

VFP Faculty

Visiting Faculty Program

U.S. DEPARTMENT OF
ENERGY

Office of
Science

Instructions

1 Complete Your Application

2 Request Recommendations

3 Verify & Submit

4 Check Your Status

The VFP Faculty application will close in 47 days.

Print Application

Check Your Application Status

Application Completion

☐ All Required Fields Completed

☐ Recommendation Requests Completed

☐ Application Submitted

☐ Application Survey Completed (optional)

☐ = Incomplete

☒ = Complete

Recommenders & Invited Students

Recommenders

Invited Student Applications

No students invited

☐ = Incomplete

☒ = Complete

Application Status

Application is in progress

NOTE:

It is your responsibility to verify a [Recommendation Request form](#) has been sent to your recommender (via e-mail). It is also your responsibility to remind your recommenders that they must submit their recommendation using the online system **before** the recommendation deadline.

Key Dates for the VFP Application Process

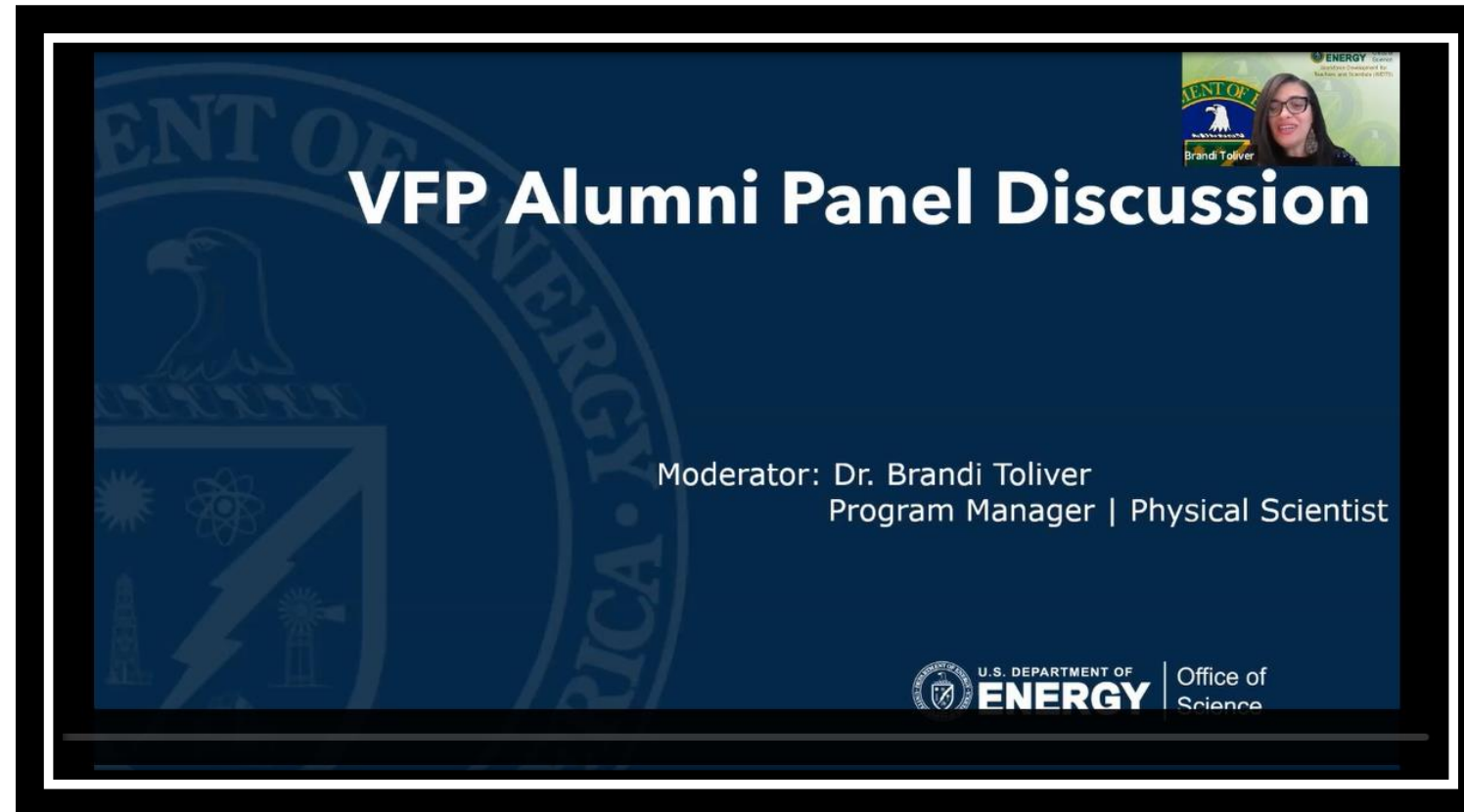
Visiting Faculty Program	Summer 2026
On-line Application Opens	October 23, 2025
Applications for faculty and students including recommendations due	January 7, 2026 5:00 PM EST
Offer Notification Period Begins on or around	February 4, 2026
All DOE Offers and Notifications Complete	On or around April 15, 2026

*****The Application System closes at 5:00 PM Eastern Standard Time. Materials will not be accepted after the system has closed.**

Additional Resources



More Resources: Recordings of Previous Application Assistance Workshops

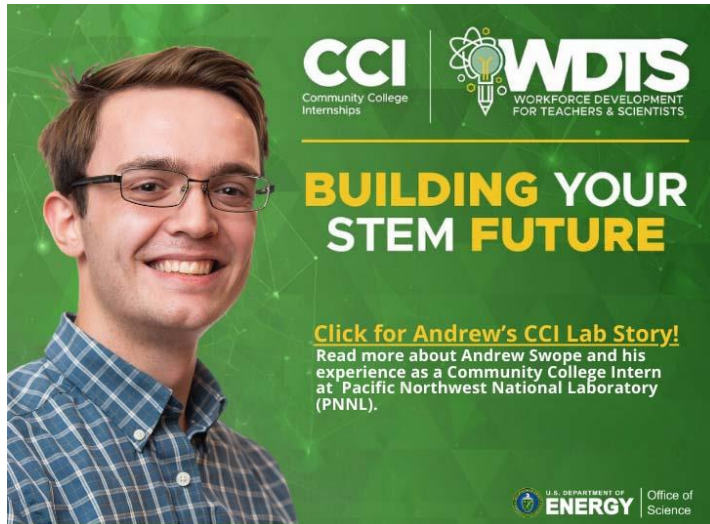


Recordings are posted at: <https://science.osti.gov/wdts/vfp/How-to-Apply>

Benefits of Participating in VFP

- Contribute to exciting, real world, innovative, ongoing projects in the DOE national laboratories.
- Build professional networks and collaborations with laboratory research staff and other VFP participants.
- Enrichment opportunities through professional development and technical seminars.
- Access to world-class scientific facilities.
- Provide training for students.
- Grow research capabilities at your home institution.

My Laboratory Story Series



Check out more stories [here](#).

Join Us for VFP Alumni Panel Discussion and Virtual Office Hours!!

Workshop: Alumni Panel Discussion

Date: December 5, 2025, at 12:00 p.m. (ET)

Office Hours

Date: December 2, 9, & 16, 2025 at 3:00 to 4:00 pm (ET)

Who Can Attend?

- Applicants
- Letter of Recommendation Writers

More info including registration is available on the VFP [website](#).

Virtual Office Hours!



Thinking about applying for the Science Undergraduate Laboratory Internships (SULI) or the Community College Internships (CCI) programs?

Got questions? Applicants and letter of recommendation writers are invited to attend office hours to answer administrative questions such as those pertaining to uploading transcripts, submitting letters of recommendation, and general inquiries.



**SUPPORTING THE
PREPARATION OF A
HIGHLY SKILLED FUTURE
WORKFORCE IN SCIENCE
AND TECHNOLOGY**



Don't forget!!

- The application deadline is **January 7, 2026 at 5:00 p.m. Eastern Time.**
- Contact potential host lab as soon as possible.
- If hosting students, send an invitation as soon as possible.
- Plan early. Submit your application ahead of the deadline.
- Contact your reference letter writers as soon as possible. It is the applicant's responsibility to ensure recommendations are submitted by the deadline.
- Technical support for the online system is available during regular business hours.
- Send us a message if you have questions. Contact sc.vfp@science.doe.gov.





Sign up for the Office of Science Gov Delivery!

- GovDelivery is an email subscription service to share SC news and information with the public.
- This is an opt-in, opt-out service where subscribers can decide which topics they're interested in, then join or drop off as their interests change.
- Subscribers can sign up to receive items like news releases, meeting announcements, science updates, and funding opportunities from any or all our program areas.



Use the QR Code or Go to:

https://public.govdelivery.com/accounts/USDOEOS/subscriber/new?qsp=office_of_science

Connect With US

- After this session, e-mail:
 - sc.vfp@science.doe.gov for questions about VFP.
- LinkedIn:
 - [Office of Science](#)
 - [Office of Workforce Development for Teachers and Scientists \(WDTS\)](#)

