

Frequently Asked Questions

Hill AFB Pathways

What are the Federal Pathways Programs? (Previously SCEP)

The **Federal Pathways Intern Program** provides students with paid opportunities to work either part-time or full-time while getting their education.

The **Federal Pathways Recent Graduate Program** provides students who recently graduated from a qualifying institution and program (usually within the last two years) with paid opportunities to receive a year of training, career development and mentorship.

Students and recent graduates who successfully complete Federal Pathways program requirements may be eligible for non-competitive conversion to a permanent civilian (non-military) position.

How do I apply?

The **ONLY** way to apply for Federal Pathways positions is through USAJOBS.gov

- Resumes and applications **MAY NOT** be accepted directly by Hill AFB, or by a school.
- Veteran's preference applies for Pathways programs.

To find FEDERAL Pathways Intern and Recent Graduate announcements at Hill AFB:

- Go to the USAJOBS homepage at [usajobs.gov](https://www.usajobs.gov)
- In the Keywords block, type "**Pathways**"
- In the Location block type "**Hill AFB**"
- Click on an announcement for details on eligibility requirements, salary and how to apply.

How does it work?

FEATURES OF THE PATHWAYS INTERN PROGRAM

- Allows for a flexible work schedule on a part-time or full-time basis.
- Students are responsible for their own educational expenses.
- At the time of application, the student must be either: 1) accepted for enrollment; or 2) enrolled at an accredited educational institution, and seeking a certificate or degree on a half- to full-time basis (as determined by the educational institution).
- A Pathways Participant Agreement is established for each intern that details the expectations for the internship, work schedule, training, evaluation procedures, etc.
- Students must meet the definition of a student throughout the duration of their appointments.
 - Pathways interns have up to 120 days after completion of their academic requirements to complete whatever remains of their 640 hours of required work

experience before they must be separated (because they no longer meet the definition of a student).

FEATURES OF THE PATHWAYS RECENT GRADUATE PROGRAM

- Full-time, paid developmental program.
- Individuals must apply within two years of receiving a qualifying degree or certificate, with the exception of veterans, who have up to six years to apply due to military service obligations.
- Students may apply up to nine months prior to completing their academic requirements.
- Participants in the Program receive training and professional development, complete an Individual Development Plan, and are assigned a mentor.
- A Pathways Participant Agreement is established for each recent graduate that details the expectations for the developmental program, training, evaluation procedures, etc.
- Pathways Recent Graduate appointments are typically for a period of one year and, as a condition of employment, this appointment expires at the end of the prescribed period, plus any government-approved extension, unless the participant is selected for non-competitive conversion to a permanent civil service position.

Who can I contact on HAFB if I have questions about the programs?

If you have questions about USAJOBS, Pathways, or high-demand careers, please email HAFB and they will connect you with an expert. HILL.AFB.Outreach@us.af.mil.

How do I become “accepted for enrollment” by the DATC

If you are not already a student enrolled into one of the approved programs listed above, you will need to apply for acceptance to the college. In order to be “accepted for enrollment” at DATC you will need to:

- 1. Have a high school diploma or GED**
- 2. Fill out a college application to obtain a DATC Student I.D. Number**
- 3. Pay the \$45 Enrollment Fee**
- 4. Pay for, and pass, the DATC Admissions Tests (TABE)**

*In most cases, students who need assistance with these skills can be enrolled in Skill Development classes either before starting their training program or concurrently while enrolled in the program.

PLEASE NOTE: As long as you are a current student attending one of the approved programs – OR - have fulfilled the 4 steps above, you can start applying for the positions on base. You are not required to have a schedule, or to be attending classes at this time.

What DATC Programs are approved by HAFB for the Pathways Programs?

The DATC is accredited by the Council on Occupational Education. The following programs meet the HAFB minimum requirement for application:

- **Automation Technology (900-hours)**
- **CNC Machining (1260-hours)**
- **Composite Materials Technology (870-hours)**
- **Welding Technology (1200-hours)**
- **Diesel/Heavy Duty Technology (1170-hours)**

Can I use my GI Bill or federal aid to pay for my training?

Yes, however, you will need to work through the Financial Aid for verification and qualifications of funds. You can call (801) 593-2384 for further information.

Can I submit an application at any time?

No, you may only submit an application when a position is posted a www.usajobs.gov and still in the “open” status.

When does Hill AFB advertise jobs?

They advertise positions when there is a need to fill a position. You will want to visit www.usajobs.gov on a regular basis to view postings.

What will my training cost?

Program costs are located on the DATC website: www.datc.edu. The cost is approximately \$2.65 per credit hour, plus associated program fees. You are also responsible for purchasing your own books and supplies: these are also located on the website.

Does Hill AFB pay for my training?

No, part of the Pathways Program requires that you pay for your own schooling and attend classes on your own time. Financial Aid may be available to you, call 801-593-2384 for further information.

How do I know what training I need to take?

As long as you are either enrolled in one the approved programs (see list above), or you have been accepted for enrollment, you can apply for any (and all) of the Internships posted. The program you are enrolled into, does *NOT* need to align with the positions you are applying and/or hired for. It just needs to be on the approved list.

Do I need a Letter of Intent?

No, the Letter of Intent is no longer required. If you are not already enrolled in one of our approved programs, please see “How do I become accepted for enrollment” above.

Who can I contact at the DATC if I have questions about the programs?

If you have questions about the educational part of the program, you can contact either:

Janette Smith at (801) 593-2205 or Email: Janette.smith@datc.edu

Alex Johnson at (801) 593-2399 or Email: Alex.Johnson@datc.edu