What is the time-frame for the student program pause?

The pause is effective immediately and will remain in place as LANL monitors the evolving COV-19 situation. While we do not have a definitive end for the pause, it seems likely that the Laboratory will remain in a predominantly work from home mode for some time. The Lab will continue to update students via web and email distribution on a regular basis, i.e., weekly or as circumstances dictate.

Will student guests be on-boarded during the student program pause?

No, the pause applies to all student guests coming into the lab from this date forward until the pause ends or guidance is modified.

Will new students be hired for summer 2020?

Not while the current pause is in place. As soon as practical, we will modify our guidance, hopefully re-starting summer student hires and depending upon the timing, nature and suitability of the appointments.

My student has accepted an offer and scheduled an orientation date. Are they still able to start their internship as scheduled?

Not at this time, the pause applies to all new student hires and new student guests for summer 2020.

Will students, who have been made an offer (verbal or written) which has not yet been accepted be considered for an internship in summer 2020?

The pause applies to all new student hires and new student guests for summer 2020. As soon as practical, we will modify our guidance, hopefully re-starting summer student hires and depending upon the timing, nature and suitability of the appointments.

Will capability-specific and group-specific job ad applicants still be considered for a position in summer 2020?

Not during the pause. As soon as practical, we will modify our guidance, hopefully re-starting summer student hires and depending upon the timing, nature and suitability of the appointments.

Can current year-round students work from home or school?

Yes, current year-round students may continue to work if there is work that can be done remotely. Students should work with mentors and line management and follow the same
teleworking guidelines as employees as outlined on the COVID-19 information page (internal page) and (external page).

**Can mentors hire high school interns for summer 2020?**

Not during the pause. As soon as practical, we will modify our guidance, hopefully re-starting summer student hires and depending upon the timing, nature and suitability of the appointments.

**Can my year-round student, currently on casual status, be changed to full-time status because their school schedule has changed?**

In general, not at this time; current year-round students on casual status should consult with their mentors regarding potential special circumstances.

**Will my currently employed student working remotely require an off-site agreement?**

No, students currently working remotely are subject to the same restrictions and guidelines as other LANL employees.

**Can those students who had planned to return to the Lab for summer 2020, work remotely?**

No, the pause means that students who planned to return for the summer will not be transitioned to working status while the Laboratory and student programs remain in the current pause mode.

**The project my new hire student or new student guest was going to work on can be done remotely. Can I still hire them?**

No, the pause applies to all new student hires and new student guests for summer 2020. Until the pause is lifted or modified no student hires will be processed.

**For existing year-round students, how should I interact with them while they are working remotely?**


**How will my existing student, working remotely charge their time and effort?**

The student should follow the COVID-19 charge codes and time card reporting guidance here.

**What should I do if my current year-round student is traveling?**

Will my student be reimbursed for any cost incurred as a result of accepting an internship at the Lab that is deferred as a result of the pause?

The Lab has not made any decisions regarding deferring or cancelling internships. As we contemplate next steps in our summer planning, such questions are being considered and updated information will be provided here.

How will students be notified of these changes?

Initial correspondence will come from the institution and the Student Programs Office. Follow up correspondence should come from mentors. Updated information will be available on the [Student Programs Office internal website](https://int.lanl.gov) and [Student Programs Office external website](https://www.lanl.gov). Questions can be sent to [student_programs@lanl.gov](mailto:student_programs@lanl.gov).

Where can I find updated guidance on the student internship programs?

Updated guidance is available on the [Student Programs Office external website](https://www.lanl.gov) and the [Student Programs internal website](https://int.lanl.gov) and questions can be sent to [student_programs@lanl.gov](mailto:student_programs@lanl.gov).

Where can I get my questions about COVID-19 at the Lab answered?


My mentor training has expired or will expire soon. How can I take care of this training requirement?

Mentor qualification will be extended for 3 months due to the COVID19 pandemic. A number of classes have been scheduled for May and June and are available for registration on UTrain. The student program office is exploring webex options for student mentor training. If the restrictions on gatherings persist, future courses will be via webex and rescheduled as needed to satisfy demand.

Does this pause apply to postdocs that are in the process?


Should a new hire or returning student cancel their housing agreement for the summer, even though they already put a down payment for the summer?

Because the Laboratory has not yet decided whether it will continue, defer, or cancel summer 2020 internships there is a high degree of uncertainty regarding summer 2020 appointments and associated local housing capacity. Given this uncertainty students are advised to make the decisions that make the most sense in their own specific situations. The Laboratory will continue
to update students on the LANL home page and the Student Program Office internal and external webpages as well as through email distribution on a regular basis, i.e., weekly or as circumstances dictate.

**Will the Laboratory cover costs incurred to the student such as airfare if they choose to cancel their internship due to the uncertainty of the hiring pause?**

The Laboratory has not made any decisions regarding deferring or cancelling internships. As we contemplate next steps in our summer planning, such questions are being considered. Updated information will be provided on the LANL home page and the Student Program Office internal and external webpages as we have it.

**Will local interns who go to NM schools and live in NM be able to return for summer?**

Not while the pause is in place. A student’s geographic location is a relevant consideration in our planning, but no decisions have yet been made.

**If a casual returning student who planned to work this summer has the ability to work remotely, can they return and work remotely?**

Not while the pause is in place. The pause directs that students who planned to return for the summer will not be transitioned to working status while the Laboratory and student programs remain in the current pause mode.

**Can you provide more clarification on what this pause means? Will the Laboratory not be hosting students this summer?**

The pause is a temporary hold to on-boarding of new students, students guests and returning students who had not started back at the Lab prior to the start of the pause. The Laboratory will not host new or returning students or student guests during the pause. As soon as practical, we will modify our guidance, hopefully re-starting summer student hires depending upon the timing, nature and suitability of the appointments.

**What is the plan forward when it comes to notifying students with accepted offers? Will they be notified once the pause is lifted? How soon will they be able to start if that is the case?**

Initial correspondence will come from Human Resources Office and the Student Programs Office. Follow up correspondence will come from mentors and their line managers. Updated information on the pause will also be available on the Laboratory Home page and internal and external Student Programs Office websites.

**Are students eligible for COVID-19 paid leave options?**

“Year round” students who are currently working at the lab, as with all active Lab employees, should follow the COVID-19 charging guidance on the LANL home page. Returning students
who have not commenced work at the Laboratory and new students are not eligible for paid leave.