INFORMATION FACT SHEET

FEDERAL CAREER INTERN PROGRAM (FCIP)

- The IRS FCIP Intern receives an **Excepted Service** appointment, which may not exceed 2 years, and which may be non-competitively converted to a Career or Career-Conditional appointment in the Competitive Service upon (1) successful completion of all training and developmental assignments; (2) meeting all qualification and performance requirements; and (3) receiving a favorable suitability determination.

- **U. S. Citizenship** is required for participation in the FCIP.

- Interns are eligible for participation in the **retirement and benefit plans** open to all IRS employees, such as Federal Employees Health Benefits (FEHB), Federal Employees Group Life Insurance (FEGLI), Thrift Savings Plan (TSP), Long Term Care Insurance, Transportation Subsidy Program, Flexible Spending Account, etc.

- Interns receive **paid leave**: Annual Leave (for vacation or personal business – hours are based on years of Federal service, beginning with 4 hours per pay period) and Sick Leave (4 hours per pay period), in addition to 10 paid holidays a year.

- Interns must meet all qualification **requirements for the position**, including the education and/or experience requirements, prior to Entering on Duty (EOD).

- **Employees** currently serving under career or career-conditional appointments in the competitive service are eligible to apply through external recruitment procedures. If selected for the FCIP, they become an Excepted Service employee.

- Excepted Service employees cannot apply for Career or Career Conditional positions announced as internal vacancies under **Merit Promotion**.

- Interns are covered under the IRS **Performance Management** System and are eligible for performance awards, as well as other monetary and honorary awards.

- An Intern who did not have competitive status at the time of appointment and who **fails to complete the program** for any reason will be terminated and notified in writing within 60 days prior to the termination date.
• An IRS career or career-conditional employee selected for the program who fails to complete the program for any reason unrelated to misconduct, will be placed in a career or career-conditional position at the grade or pay no lower than the previous position held before accepting the position in the intern program. However, there is no requirement that the new position be at the same journey level as the position the Intern left to join the FCIP.

• Interns not converted to a career or career-conditional appointment will be terminated when the appointment expires. Employees will be notified in writing at least 90 days prior to termination. The notification shall contain the effective date and justification for the termination. The FCIP termination of appointment is not an adverse action.