



COLLEGIATE HIRING INITIATIVE

FREQUENTLY ASKED QUESTIONS AND ANSWERS

What is the Collegiate Hiring Initiative (CHI)?

The CHI is the FBI's fulltime, entry-level hiring program. It's open to those who received an undergraduate, graduate, or PhD degree from May 2022 to June 2024 (May 2018 to June 2024 for veterans). Recent graduates help support a huge part of the FBI's mission.

The program also offers participants a chance to explore and transition into many FBI career paths, as well as other opportunities within the federal government and private sector.

For Fiscal Year 2024, the FBI is offering openings for the operational support technician (OST) position. OSTs perform critical tasks from program analysis and administrative support to operational coordination.

Open locations:

- Albany
- Albuquerque
- Anchorage
- Birmingham
- Boston
- Chicago
- Cleveland
- Dallas
- Honolulu
- Indianapolis
- Jackson
- Jacksonville
- Los Angeles
- Memphis
- Miami
- Milwaukee
- New Orleans
- New York City
- Norfolk
- Oklahoma City
- Philadelphia
- Phoenix
- Pittsburgh
- Portland
- Sacramento
- San Francisco
- San Diego
- Seattle
- Springfield
- Washington

How long does it take to be hired as a Collegiate Hire?

There are four stages in the hiring process:

1. **Initial selection and interviews** – The most competitive candidates will be invited for interviews.
2. **Final selection and conditional offer** – Selections are based upon academic achievements, area of study, life/work experiences, and the needs of the FBI. If you are selected, you will receive a conditional offer of employment by the FBI. This offer is contingent upon the successful completion and favorable adjudication of your full background investigation and the receipt of an FBI Top Secret security clearance.
3. **Background Investigation** – Candidates who accept a conditional job offer will be sent an e-QIP application invite via email and will be scheduled for a Personnel Security Interview, pre-employment polygraph examination, urinalysis test, and fingerprinting.

FBI background investigators will contact former and current employers, references, social acquaintances, and neighbors. Those conducting the background investigation will also review your school, credit, arrest, medical, and military records. The length of your background investigation depends on several variables, including how quickly and thoroughly you complete and submit the e-QIP application, the extent of your foreign travel or time living abroad, and inconsistencies in the application and investigation process. Please see the Background Investigation portion of this site for more information on the FBI Background Investigation process.

4. **Enter on Duty** – After receiving your Top Secret security clearance, you will be contacted and scheduled for an enter-on-duty (EOD) date.

How does the FBI Collegiate Hiring Initiative hiring process work?

The hiring process will depend on the length of the background investigation. When conditional job offers are made and candidates complete the e-QIP application and preliminary processing, the FBI will begin the background investigation.

Background investigation length can be affected by things like foreign travel, international friends or contacts, and other factors. Entry-on-duties (EODs) will take place after applicants have been cleared for the background investigation.

Who can I contact during the application process?

The applicant coordinator, or designated field office representative from your local FBI field office, is your point of contact throughout this process.

Where will I be assigned?

As part of the application, candidates are asked to pick their top three desired field offices or headquarters locations listed in the posting. While preferences are considered during the selection process, final assignments are based on the current skills needed at the FBI.

Can I apply to both the Honors Internship Program and Collegiate Hiring Initiative at the same time?

No.

The Honors Internship Program is for students who have not yet graduated or who are not graduating until at least fall of the year after they apply. The Collegiate Hiring Initiative is for

students who have graduated between May 2022 and June 2024 (May 2018 and June 2024 for veterans).

For example, a student graduating in summer 2024 may not apply for the Honors Internship Program but is eligible to apply for the Collegiate Hiring Initiative. Likewise, a student graduating in fall 2024 may apply to the Honors Internship Program but not to the Collegiate Hiring Initiative.

If I have taken illegal drugs in the past, can I still work for the FBI?

You cannot have used marijuana or cannabis in any form (natural or synthetic) and in any location (domestic or foreign) within the one year before the date of your application for employment.

You cannot have used any illegal drug, other than marijuana, within the 10 years before the date of the application for employment. You will be found unsuitable for employment and automatically disqualified if you deliberately misrepresent your drug history in connection with your application for employment.

For a complete list of disqualifying criteria, visit fbijobs.gov/eligibility.

If I have traveled or lived abroad, will that hinder my receiving a security clearance?

Many of the permanent positions at the FBI are internationally oriented, and experience living or traveling abroad is often viewed as a positive experience. However, there are cases in which national security concerns may arise. Extensive foreign experience may delay the background investigation process if there is difficulty verifying information on the application.

I am a citizen of another country. May I apply?

You must be a United States citizen to apply. If you are a United States citizen with dual citizenship, you may apply if you are willing to renounce your non-U.S. citizenship. Dual citizens who renounce their non-U.S. citizenship will be required to execute a declaration form.

My background investigation is taking a long time. How long does it normally take?

Generally, a background investigation can take six to nine months.

We will notify you if you are not selected for hire or if your background is discontinued.

Does the FBI furnish housing for Collegiate Hires?

No. The FBI does not pay for or provide housing or travel expenses. The Collegiate Hiring Initiative is for students who have graduated from May 2022 to June 2024 (May 2018 to June 2024 for veterans).

Can I have roommates who are not FBI employees?

Yes. However, all roommates must undergo a security check. Upon entering on duty, you and your roommates must complete a roommate background data form.

How will I get to work, and do I need a car?

FBI Headquarters or Washington field office employees can use Washington Metropolitan Area Transit Authority (WMATA) Metrorail and Metrobus services. Use the WMATA website to determine routes and fares. Transit subsidies are available (contingent upon available funding).

Field office assigned hires are expected to live within a commutable distance to the office they are applying to and use the most appropriate transportation. An employee may drive to their assignment, but travel expenses are not reimbursed.

Individuals working in Quantico, Virginia, or Clarksburg, West Virginia, must have their own method of transportation to and from work.

How should I dress for work?

Typically, appropriate attire for employees includes business suits, sport jackets and slacks, shirts, ties, business dresses, dress suits, pants suits, and professional blouses. Attire may vary based on job roles and/or location.

What is a DD-214?

The DD-214 is issued by the United States Department of Defense (DOD) upon a military service member's retirement, separation, or discharge from active-duty military.

What happens in the event there is a government shutdown?

The CHI hiring process will continue during a government shutdown.

What are the FBI's current COVID practices?

The FBI follows current CDC guidelines.