



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Memorandum for Chief Human Capital Officers

From: Veronica E. Hinton, Associate Director, Workforce Policy and Innovation

Date: Wednesday, April 1, 2026

**Subject: Semester of Service Student Volunteer Program – Agency Project Data Call**

**Purpose**

The U.S. Office of Personnel Management (OPM) is issuing a government-wide data call to support the launch of the Semester of Service (SoS) Student Volunteer Program. Authorized under 5 U.S.C. §3111 and 5 C.F.R. 308, this effort aligns with Administration priorities and the [Merit Hiring Plan](#) to strengthen early-career talent pipelines across the federal workforce. As part of this initiative, OPM is collecting project information from agencies to identify meaningful, project-based assignments that support mission needs and enable nationwide participation.

**Background**

The Federal Government is committed to strengthening early-career talent pipelines to sustain a high-performance workforce the American public deserves. The SoS program advances this goal by enabling agencies to engage part-time student volunteers in mission-aligned, project-based assignments that provide educational experiences and civic engagement opportunities for students. The program provides students with exposure to federal careers, developmental opportunities, and mentorship, while offering agencies access to emerging talent, innovation, and fresh perspectives.

**Agency Action Required**

As discussed during the Chief Human Capital Officer Council’s special session on February 19, 2026, close coordination with agencies is essential to ensure consistent government-wide implementation of the SoS program. Participating agencies are required to submit the following information for each SoS project opportunity:

<b>Agency/Department</b>	
<b>Component</b>	
<b>Office Address</b>	
<b>Project Description</b>	
<b>Required Experience</b>	
<b>Work Schedule</b>	
<b>Flexibilities (Remote/Hybrid/ In-Person)</b>	
<b>Volunteer Position Title</b>	

<b>Number of Available Positions</b>	
<b>Agency POC Name &amp; Title</b>	
<b>Agency POC Email</b>	
<b>Agency POC Phone</b>	
<b>Supervisor Name &amp; Title</b>	
<b>Supervisor Email</b>	
<b>Supervisor Phone</b>	

This information aligns with the attached SoS Student Service Agreement and should be used by the agency to populate the SoS job search portal found on [semesterofservice.usajobs.gov](https://semesterofservice.usajobs.gov).

In addition, agencies must submit a list of institutions identified for targeted student outreach or recruitment. This list is for outreach purposes only and does not limit consideration of applicants from other eligible institutions. Agencies are encouraged to use the [U.S. Department of Education's Integrated Postsecondary Education Data System \(IPEDS\) Institution Lookup Tool](#) to provide the following information (add rows as needed):

<b>Institution Name</b>	<b>IPEDS Institution ID</b>

- To ensure accuracy and support seamless implementation, agencies are encouraged to coordinate with their Pathways Programs Officers, Student Employment Program Coordinators, and Semester of Service points of contact when preparing submissions.

Please submit all requested information to [Pathways@opm.gov](mailto:Pathways@opm.gov) with the subject line “[*Your Agency*] **Data Call: Semester of Service**” no later than **Friday, April 17, 2026**.

We appreciate your timely response and continued partnership in strengthening the federal early-career talent pipelines.

Attachments:

- [Agency Implementation Guide](#)
- [Academic Institution Guidance](#)
- [Program Toolkit](#)
- [Semester of Service Agreement](#)
- [Semester of Service Flyer](#)

cc: Deputy CHCOs, Human Resources Directors