

What is Intern Preference?

Team Kentucky internship positions are specific to the Team Kentucky Internship Program, which is coordinated by the Personnel Cabinet. The Team Kentucky Internship Program offers meaningful internship positions and exclusive professional learning opportunities to interns. Interested students can only apply to Team Kentucky positions during the application window. In accordance with Kentucky Administration Regulation 101 KAR 2:086, interns who successfully complete an internship coordinated by the Personnel Cabinet will be granted internship interview preference when applying to KRS Chapter 18A classified positions for which they qualify. In order to receive intern interview preference, applicants must meet the requirements of [101 KAR 2:086](#) no later than the closing date on the job advertisement. Internship interview preference shall expire upon initial appointment to any position in the classified service or after five (5) years from the date of internship completion.

Identifying Applicants with Intern Preference

Vacant positions in the merit system are advertised on the careers.ky.gov website for external applicants. Hiring agencies initiate filling job vacancies by submitting a requisition, which results in the vacancy appearing on the careers.ky.gov website for a minimum of five calendar days, if approved by the Personnel Cabinet. Once the vacancy closes, the Personnel Cabinet, HR Certification Branch will review all applicants with Intern Preference (light blue Intern Flag, (Applicant Flag) for that job and perform a Minimum Qualification Review (MQR). Those who qualify for MQR will obtain a second light blue Intern Interview Preference flag (Application Flag) which grants them intern interview preference. After all flags are set, the Register Branch will notify the hiring agency the requisition (req) is ready for processing. Intern interview preference shall only apply to candidates seeking initial appointment to the classified service.

The hiring agency must offer interviews to a minimum of five qualified external applicants with intern interview preference. If there are fewer than five, then all qualified external applicants with intern interview preference must be offered an interview.

Co-Op/Intern Program Coordinator

Agency HR professionals are encouraged to contact Angie Hilten should questions or concerns arise about intern interview preference.

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