



## **INTERNSHIP/TRAINING PROGRAMME AT THE INSTITUTE FOR SUSTAINABILITY AND INNOVATION (ISI)**

**RATIONALE:** From time to time ISI will accept students from Australian and overseas universities to work on research projects, as interns. The interns can provide valuable links with their host organisations leading to research collaborations with VU. Every year ISI will have a maximum of 6 interns. ISI may work collaboratively with other units in VU in Internship Programme.

**ELIGIBILITY:** High quality students whose current studies fall within the ISI's research agenda.

**SCHOLARSHIP:** ISI will provide Internship Scholarship\* for the cost of return airfare (\$1500) and reasonable living allowance (\$250/week).

**PROCEDURE:** The following process will be used to recruit interns:

1. Expression of interest will be received by potential interns through advertisement at ISI Website
2. ISI will select appropriate candidates
3. A tentative Occupational Trainee Program<sup>†</sup> will be developed to meet both parties' needs
4. A supervisor will be allocated to the tentative intern
5. For international candidates, the ISI will provide nomination for the intern through the Department of Immigration system
6. The tentative international intern will apply for Occupational Trainee visa (Subclass 442) online on the basis of nomination provided by ISI and pay any visa application fee
7. Successful international candidates will arrive in Australia. ISI will provide reasonable assistance to interns to help them quickly adjust to their new environment
8. ISI/supervisor will closely supervise the intern and monitor their performance
9. ISI will report to the Immigration Department if the international intern leaves the programme before completion

**QUALITY ASSURANCE:** ISI will monitor Internship Programme from time to time and will improve accordingly.

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\* Subject to availability of funding, supervision staff, and research projects.

<sup>†</sup> The Occupational Training Programme will a) be closely related to the trainee's current occupation, field of study or area of expertise; b) enhance the trainee's current skill level; c) be at least 70% in a supervised workplace and d) not adversely impact upon occupational opportunities for Australian citizens and permanent residents.