

HOSTING AN INTERN FROM UNISA BUSINESS

Key Information, Dates & FAQs for Host Organisations

When is the next cohort?

June 2024 is when our next cohort commences, we're accepting opportunities from industry partners now, taking student applications against these from early May (see below cohort #2), and will have rolling applications/interviews from then on. Find templates and exemplars on our [dedicated program website](#).

What are the overall timelines for 2023-2024?

Internship opportunities align with the academic calendar. Key dates for 2023-2024 are:

Cohort	'Open' Placements			All Placements	
	Project Briefs Advertised from	Rolling Applications from	Interview with first-ranked applicant	Commence from	Complete by*
2024 #1	11 Dec 2023	29 Jan 2023	From 7 Feb 2024	27 Feb 2024	7 Jun 2024*
<i>9th April 2024 = Industry to Student Speed Networking Event – partnering with UniSA STEM</i>					
2024 #2	24 Apr 2024	6 May 2024	From 27 May 2024	11 Jun 2024	2 Aug 2024*
2024 #3	20 Jun 2024	1 Jul 2024	From 22 Jul 2024	6 Aug 2024	8 Nov 2024*
<i>September 2024 = Industry to Student Speed Networking Event – partnering with UniSA Creative</i>					
2024 #4	19 Sep 2024	30 Sep 2024	From 14 Oct 2024	19 Nov 2024	Feb 2024*

* **These dates are nominal, specific dates are agreed between you and the student**

What options are there for getting an intern?

We have 3 pathways for students to gain an internship – Open, Self-Placement & Facilitated.

- **Open** is when we source opportunities to advertise to students, who then complete the application process with the final step being an interview with you.
- **Self-Placement**, when students source their own internship and we facilitate the paperwork.
- **Facilitated** is the best way to connect with students through our Industry to Student Speed Networking Events – occurs twice annually in April and September.

How can I get involved in the networking activities for facilitated placements?

All Host Organisations are encouraged to attend our next structured speed-networking event scheduled for **September 2024**, will be in collaboration with UniSA Creative. Connect directly with students seeking placements, [more information through the event website](#).

What disciplines are the students studying?

Internship Program students seeking placements come from the following broad discipline areas:

- Commerce – Accounting; Finance; Economics, Finance & Trade; Financial Planning
- Marketing; Communications
- Management; Business Management; Business Analytics
- Human Resource Management
- Property
- Tourism & Event Management
- Sport & Recreation
- Logistics & Supply Chain Management; Procurement

Who covers the insurance?

The University of South Australia provides Professional Indemnity, Personal Liability, and Personal Accident cover for all students undertaking an approved unpaid internship.



How long are internships?

Internships are either 15 or 30 days in duration. These are commonly done part-time to balance the student's other commitments and the needs of your organisation, however, can be done in a continuous block of days. Duration is driven by what course the student is enrolled in, **15-day internships are most popular (65%)**, the 30-day option accounts for most of the rest (35%).

Can students do an internship working remotely?

The simple answer is yes, we have a long history of students working remotely for their internship. While preference is for in-person activities, we have implemented preparation activities for students to help them adjust should their placement need be undertaken in part, or entirely, remotely.

What are the costs to a Host Organisation?

The UniSA Business Internship Program provides course-assessed unpaid internships that meet the requirements of 'lawfully unpaid' placements under the Fair Work Act 2009. The main cost to the Host Organisation is staff time needed to plan the internship opportunity and to mentor the intern. The more time spent planning and inducting the better the placement outcome.

Are the internship students moving towards the end of their degree?

Both undergraduate and postgraduate students can undertake an internship. Many have already done other work or volunteer placements, and/or have studied overseas.

- Undergraduate students will be at least in their 3rd year of study, or;
- Postgraduate students will be in their 2nd, for most that is their final year of study.

What about paid placements?

We can support students to utilise their paid placement as a self-sourced placement for their course. As this would make them an employee of your organisation, we would ask for written confirmation of their employment to confirm they are insured and confirm your acknowledgement that they will be submitting assessments based on their experience.

If I submit a proposal, am I guaranteed an intern?

We aim to find a balance between the number of internships offered and available students. There is no guarantee, however we will work with you to refine your internship offering so that it is attractive to students and meets your organisational need.

What is the impact of COVID-19?

The Business Internships Team remains fully operational, placements are still proceeding and we're working with students and hosts to adjust any current placements as required to meet any amended work arrangements implemented by Host Organisations.

More information?

Please contact Partner Engagement Manager: Internships, to find out more.

Daryl McMahon, daryl.mcmahon@unisa.edu.au, [Connect via LinkedIn](#)

Alternatively, email business.internships@unisa.edu.au.