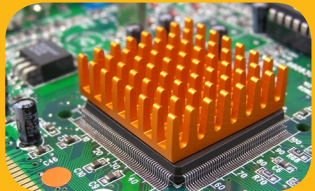


Faculty of Engineering and Architecture

# Offering internships for foreign engineering and architecture students through IAESTE

information for employers



## Pro's

- New input, new ideas
- The trainee may become a valuable contact in case your company would **plan to expand its activities** in the country of residence of the trainee
- The trainee may be your **future employee**, in Belgium or any other international office
- **International atmosphere** in your company
- Thanks to your engagement and IAESTE, you also **allow a Belgian student to acquire experience in a company abroad**
- Good publicity: increased **name recognition** in Belgium and abroad
- A **cost-effective manner** to handle less urgent problems

## Facts about IAESTE

- International Association for the Exchange of Students for Technical Experience
- International organisation providing trainee exchange programs, represented in **more than 80 countries**
- UGent hosts the Belgian national committee
- **UGent, KULeuven and VUB** are members of IAESTE Belgium
- Internships are bilaterally **exchanged one-on-one** between member countries during the Annual IAESTE Conference in January: for each internship offered in Belgium, one Belgian student can apply for an international internship

## Evaluation

- The company evaluates the trainee and IAESTE with the “employers report”
- The student evaluates the internship and IAESTE with the “trainees report”

## How does it work in practice?

- Contact **belgium@iaeste.org**
- Fill in the **training offer form** by 1 January
- Your training offer is exchanged during the **IAESTE Annual Conference** in January
- The IAESTE office that selected your offer will look for a **suitable trainee** in that country, matching your requirements
- You receive the application of the **selected candidate in March/April** from IAESTE Belgium
- Upon acceptance, the trainee can **start the internship** (usually not before May/June)

## Specifications

- Minimum duration: 6 weeks
- When: throughout the whole year, not more than **12 months**
- The company appoints a **training supervisor**
- Level: **engineering internship**; oriented towards engineering practice and experiences
- The company provides an **expense allowance** (+/- € 170/week). This may partially be offered in kind, e.g. by offering accommodation, lunches in the company canteen, etc...
- IAESTE takes care of the **exemption of work permit** and assists with **visa application** (when applicable)
- The student will have to prove that he/she is **adequately insured** to do the internship

## Administration

- IAESTE provides the student with an “**acceptance note**” (certificate that the internship takes place)
- The student provides IAESTE and the company a “**confirmation of acceptance**” (certificate that the student accepts the internship), an Insurance liability policy and Emergency contact form

## References

OCAS, Toyota Motor Europe, IMEC, Agfa Gevaert, Bekaert, ...

## **More information:**

**IAESTE Belgium**

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