



Career Development Internship Programme (CDIP)



Creating Possibilities

To prepare students for the globalized world, the Student Affairs Office (SAO) organizes Hong Kong, Greater China region and Overseas internship programmes. Through placements in different countries, students gain exposure of the world outside the educational sectors and develop open attitudes towards cultural diversity.

Partner Organisations

Our partners include organisations in a wide range of sectors such as business corporations, social services, government units/ bodies, business/ trade associations, media and education-related services. See a list of placement organisations in the appendix.

Strengths of EdUHK Students

Our students are trained to be strong communicators and capable of working in a local and international setting. They come from a wide range of academic disciplines such as: ♦ English Language ♦ Chinese Language ♦ Education ♦ Global and Environmental Studies ♦ Global and Hong Kong Studies ♦ Greater China Studies ♦ Psychology ♦ Visual/ Creative Art ♦ Special Education ♦ Sports Science ♦ Web Technology ♦ Education for sustainability

Nature of Work

Student interns may help with the regular operations or any short-term project which your organisation may have, such as

- ✓ Animal & Wildlife Conservation
- ✓ Environmental Protection
- ✓ Project planning and management
- ✓ Preparation and implementation of training programmes
- ✓ Customer service and frontline support
- ✓ Market research analysis; and proposal writing
- ✓ Translation and publication
- ✓ Marketing and promotion
- ✓ Media production
- ✓ Website development and management

Become our Partner

Please fill in details below for us to match the most suitable intern(s) for your organisation. The completed form could be sent to SAO by fax at +852 2948 6240 or by email to Miss Cherry Chong at chlchong@eduhk.hk (Overseas)/ Miss Tiffany So at thtso@eduhk.hk (Greater China Region). We will respond to you as soon as possible to discuss the best arrangement for your organisation.

Thank you for your support!

What we provide

- ✓ Motivated students from a wide range of fields
- ✓ Interns on a non-paid, voluntary basis
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- ✓ Arrangement of travel and accommodation for your intern
- ✓ Assistance in Visa applications, insurance etc.

Your benefits

- ✓ International flair in your company
- ✓ Extra help for your projects
- ✓ A different cultural perspective
- ✓ Knowledge of the Chinese Market

Previous Internship Locations

Each year around 200 students attend 4-8-week summer internship in Africa, Australia, Brunei, Canada, China, Czech Republic, Germany, Hong Kong, Indonesia, Malaysia, Singapore, South Korea, Spain, Switzerland, Taiwan, Thailand, UK, Philippines, US, Vietnam (locations vary each year)

Financial Support to EdUHK students

Details of financial support by EdUHK provided to EdUHK students can be found [here](#). Internship partners/organisations are welcome to provide financial support to EdUHK students.



Career Development Internship Programme

To: Student Affairs Office, EdUHK

Attention: Miss Cherry Chong (Overseas)/ Miss Tiffany So (Greater China Region)

- Yes, we are interested. Please contact us to discuss the internship.
- We would like to have more information about the programme.

Company/ Organisation Details

Name of Company/ Organisation: _____

Nature of Company/ Organisation: _____

Department/Unit: _____

Address of Placement Location: _____

Company/ Organisation Website: _____

Contact Person
(Name): _____

(Title): _____

Tel No.: _____

Email Address: _____

Placement Details

Internship Position Offered: _____

Department/ Unit: _____

Number of Vacancies: _____

Courses/ Fields of Studies: _____

Internship Period: _____

Job Description
*(E.g. administrative works marketing/
event management/ translation/
publication/ technical support/ customer
service/ data or information
management etc.):* _____

Special Skill Requirement: _____

Salary/ Allowance (if applicable): _____

ENQUIRY

The information above serves as a general reference and we welcome collaboration of other kinds. For further information, please contact: **Miss Cherry Chong** at chlchong@eduhk.hk (Overseas)/ **Miss Tiffany So** at thtso@eduhk.hk (Greater China Region).

Tel: (852) 2948 6273 (Miss Cherry Chong)

Tel: (852) 2948 6439 (Miss Tiffany So)