

嶺南大學香港同學會

Lingnan University Alumni Association (HK) Ltd



Lingnanian Partnership Scheme

(嶺南人伙伴計劃)

2019 Summer Internship Program

Supporting Units from Lingnan University

- Office of Institutional Advancement and Alumni Affairs (OIAAA) and Student Services Centre (SSC)

Introduction of the Lingnanian Partnership Scheme

Background

The “Lingnan University 125th Anniversary Education Fund” was established by Lingnan University Alumni Association Hong Kong (LUAA) in celebration of the 125th anniversary of Lingnan University in 2013. The education fund will be managed by a special committee established in the General Committee of LUAA as a lasting fund for the Lingnanian Partnership Scheme which is initiated by the LUAA in support of Lingnan student activities and education development. This scheme aims to bond Lingnan graduates and alumni together to serve their alma mater through projects which are beneficial directly to Lingnan students.

Introduction of the 2019 Summer Internship Program

Background

The 2019 Summer Internship Program is launched under the Lingnanian Partnership Scheme. It will be jointly organized by LUAA and Lingnan University to line up internship partners and students of high calibre. We are proud that many of our alumni are specialists in different professions, self-employed, or holding senior positions in the commercial world.

The main objective of this program is to extend Lingnan students’ all-round competence in the real working environment under the leadership and guidance from our experienced alumni. It is expected that this program will motivate more alumni to get in touch with their junior brothers and sisters in Lingnan and, as a result, to unite most if not all Lingnanians to work together for the betterment of Lingnan education and its image.

Internship Period

It is a 2-month internship program between June and August, 2019. The internship period can be arranged as flexible as possible upon discussion between the employers and students.

Eligibility

The Student Services Centre (SSC) of Lingnan University will be responsible for the assessment of all applications. SSC will match student applications with the requirements given by the alumni employers. The alumni employers will receive students' information in April 2019, SSC will then arrange interviews for the employers and confirm offers to the selected students by end of May 2019.

Subsidy / Payment to Interns

In this program, each student is expected to receive HK\$8,000 per month, which is contributed by equal share between the alumni employers and LUAA. In other words, the alumni employers will pay HK\$4,000 per month whereas LUAA will subsidize HK\$4,000 per month from the "Lingnan University 125th Anniversary Education Fund".

Employer Recruitment

We strongly invite our alumni to support this program, and to let our students experience valuable on-the-job training during their summer vacation. Should you wish to join us in this program, please let us have your reply by filling in the **2019 Summer Internship Program Recruitment Form** attached to this pamphlet and return it to the Student Services Centre of Lingnan University by email: career@LN.edu.hk.

Application Deadline: 28 February 2019 (Thur.)

For enquiries, please contact Ms. Joeli Wong of the Student Services Centre at (852) 2616 7408 or 2616 7406.

Student Services Centre
 Lingnan University
 Tuen Mun, Hong Kong
 Tel: (852) 2616 7408 / 2616 7406

Lingnan University Alumni Association Hong Kong
 12th Floor, 25 Des Voeux Road Central
 Hong Kong
 Email: info@luaa.hk

Lingnanian Partnership Scheme 2019 Summer Internship Program Recruitment Form

Background

The Summer Internship Program is jointly organized by Lingnan University and Lingnan University Alumni Association Hong Kong (LUAA HK). It aims to assist our students to gain working experience through on-the-job training from Alumni Employers during the summer holidays. The selected students will receive HK\$8,000 per month, which is contributed by equal share between the Alumni employer and LUAA, for a period of 2 months. For enquiries, please contact the Student Services Centre at (852) 2616 7408 or 2616 7406.

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|--|--------------------------------|
| <u>Company Information</u> | |
| Name of Company: _____ | |
| Nature of Business: _____ | Website: _____ |
| Address: _____ | |
| Contact Person: _____ | Title: _____ |
| Contact No.: _____ | Email: _____ |
| <u>Alumnus Information</u> | |
| Name of Alumnus: _____ | Graduate Year: _____ |
| Contact No.: _____ | Email: _____ |
| Is the alumnus working in the company stated above? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| <u>Placement Information</u> | |
| Department: _____ | No. of Interns Required: _____ |
| Job Description: _____ | |
| Period of Internship (dd/mm/yy): from _____ to _____ | |
| Requirements: _____ | |
| (e.g. Major of study, Skills) | |

 Signature by **Alumnus** & Co. Chop

 Name

 Date

Please return this form together with a copy of your company's **Business Registration Certificate** and/or any relevant registration documents to the Student Services Centre of Lingnan University by email: career@LN.edu.hk on or before **28 February 2019 (Thursday)**.