**CRCC Asia Internship process**

**Undergraduate Students**

Internships available, there are 14 intakes per year (except February due to Chinese New Year):

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| --- | --- | --- | --- |
| **Duration** | **Costs** | **UniSA Course Equivalency** | **UniSA Course Unit Equivalency** |
| 1 month CRCC internship | USD $3,670 (plus flights, tours, meals on top of this cost) **#\*** | Business Practicum (BUSS 3080) | 4.5 units |
| 2 month CRCC internship | USD $4,975 (plus flights, tours and meals on top of this cost) **#\*** | Industry Project (BUSS 3010) | 9.0 units |
| 3 month CRCC internship | USD $6,310 (plus flights, tours and meals on top of this cost) **#\*** | Business Internship (BUSS 3088) | 18.0 units |

***\**** *Internships in Shanghai are an additional USD$300 per month on top of the CRCC fees listed above*

***#*** *Internship fees are in US Dollars, they are converted to AU Dollars and you can pay for your internship in AU Dollars*

*Note: Finance & Accounting internships are required to be a minimum of 2 months internship*

**When can I go?**

For UniSA Business School students we suggest that you take the opportunity of an internship during the summer break or the new winter school 8 week break in the mid-year however opportunities are available every month of the year except February.

**Process for UniSA Students**

1. Register your interest in an internship with CRCC Asia by lodging a student application at Business Experience <http://www.unisabusinessschool.edu.au/study/experience/>
   1. Select which course you would like to receive credit for under Course Information on your application form. (You will not be enrolled in this course or need to pay course fees but you will receive credit for it (or equivalent value in electives) on completion of the Internship requirements.
   2. Enter the month/s you would like to travel.
   3. Under Project information on your application
      1. complete section 2 and indicate Yes, CRCC Asia
      2. complete section 3 and nominate Beijing, Shanghai or Shenzen as your preferred location
   4. Complete all other sections on the form.
2. Advise Business School Mobility program that you have lodged an application for an internship with CRCC Asia. Email address: [business.mobility@unisa.edu.au](mailto:business.mobility@unisa.edu.au).
3. Ensure that you have the specified elective/s course/s available in your academic program.
4. Speak with your program director to confirm that they will approve you to undertake an internship for your elective options above either 1 or 2 month internships.
5. Once approved by your program director start your application process with CRCC Asia and pay your fees directly to CRCC Asia. Contact the Sydney office: [sydney@crccasia.com](mailto:sydney@crccasia.com).
6. Once you have been accepted into the program arrange your flights and visa with assistance from CRCC Asia.
7. You will be covered by UniSA Travel Insurance, please contact [insurance@unisa.edu.au](mailto:insurance@unisa.edu.au) for further information relating to level of cover specific to your circumstances.
8. Apply for grants before leaving with UniSA International Office, Australian Government (see application form for NCP grant below) and UniSA Business School \*criteria applies see section below – Funding.
9. If you have been approved for a New Colombo Plan grant complete the NCP Cross Cultural Pre-departure training prior to departure (Information will be provided on acceptance into the internship).
10. Complete all pre-departure preparation sessions required by CRCC Asia.
11. Complete your internship opportunity in country.
12. Complete an application for credit form, signed by your program director and submit this form and your student and supervisors reports to the Business Experience coordinator. The application for credit form can be found here: <http://i.unisa.edu.au/siteassets/campus-central/student-forms/application_for_credit.pdf>.
13. The course will show as a credit for the applicable elective course in the table above. Please note that this credit will not contribute towards your overall GPA score.

**Funding available:**

Students are eligible to apply for various grants, please note that grants are given on the basis that the opportunity is given for academic credit. If you are not using the internship as academic credit then you can still apply for the internship but you will not receive any grants.

Grants available (these grants can be awarded in conjunction with each other):

* [UniSA International Travel Grant](https://www.unisa.edu.au/Student-Life/Global-opportunities/study-overseas/How-to-apply/Short-term-application/): $1,000
* [UniSA Business School Overseas Experience Grant](http://i.unisa.edu.au/students/business/exchange/grants/): $2,000
* [OS Help: Australian Government Loan](http://studyassist.gov.au/sites/studyassist/helppayingmyfees/os-help_overseas_study/pages/os-help-loans-and-study-overseas#Eligibility): $7,764 (only eligible for Australian Citizen students)
* New Colombo Plan Scholarships: $3,000 (only eligible for Australian Citizen students - [contact Business Student Mobility](http://i.unisa.edu.au/students/business/exchange/contact/) for information relating to the selection process). Please see the application form relating to the NCP grant below (UG students only)

**For further information:**

[CRCC Asia Company Brochure](http://www.crccasia.com/company-brochure/?utm_source=Crcc&utm_medium=email&utm_campaign=UniSA)

[UniSA Experience Business website](http://unisabusinessschool.edu.au/study/experience/)

[UniSA Business School Mobility website](http://i.unisa.edu.au/students/business/exchange/third-party/)

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| |  | | --- | | [UniSA Business School](http://unisa-emailmarketing.cmail2.com/t/t-i-ijndjl-l-r/)      EQUIS Accredited | |

UniSA New Colombo Plan Travel Grant Application Form (CRCC Asia Internship)

**Undergraduate Students Only**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Student ID Number: |  | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  | | | | | | | | |
| Family Name: |  | | | Given Names: | |  | | | |
| Address: |  | | | | | | | | |
| Postcode: |  | | | State: | |  | | | |
| Contact Phone: |  | | | | | | | | |
| Program Code: |  | | | Program Title: | | | | | |
| Internship destination | Shanghai | | 🞎 | Beijing | 🞎 | Shenzen | 🞎 |  |  |
| Internship Provider: CRCC Asia | | | | | | | | | |
| Value of NCP Grant: | $3,000 | | | | | | | | |

Please complete the following checklist prior to submitting this application

🞎 I have researched CRCC Asia’s Internship program website and read all the information available

🞎 I am an undergraduate student

🞎 I understand to be eligible for an internship I need to meet UniSA and CRCC Asia’s entry requirements

🞎 I have discussed with my Program Director how my internship will fit into my current UniSA Business School program

🞎 I have applied for my internship following the mapped process with the Business School Mobility team

🞎 I understand that if I am not successful in gaining this grant, there are other funding opportunities available to me   
 <http://i.unisa.edu.au/students/business/exchange/grants/>

🞎 I understand I am representing the University of South Australia and Australian Government on this experience

🞎 I will contact the UniSA Insurance team for insurance cover whilst on my internship

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| |  | | --- | | [UniSA Business School](http://unisa-emailmarketing.cmail2.com/t/t-i-ijndjl-l-r/)      EQUIS Accredited | |

In the space below, please provide a 250-300 word statement addressing:

* evidence of sound research about CRCC Asia internships and about the internship options available;
* strong reasons why an internship with CRCC Asia would contribute to the applicant's program of study, future career prospects and personal development;

*NB. Don’t copy and paste information from websites – tell us, in your own words about your preferred internship program, how your selected internship program fits in to your Degree program and how it will help you achieve your personal and study goals.*

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**Please forward your completed scholarship application to:**

Academic Services Officer: Student Mobility

UniSA Business School

University of South Australia

GPO Box 2471

Adelaide SA 5001

[business.mobility@unisa.edu.au](mailto:business.mobility@unisa.edu.au)