UCL Careers Summer Internships Scheme

In association with Santander Universities we are providing subsidised funding for internships across our summer scheme to support the training allowance for one UCL student or graduate intern to work with your business for 6 or 8 weeks full-time during the 2017 summer vacation period (June – September).

How will I benefit as an employer?

- You are provided with £150 per week for 6 or 8 weeks during the summer vacation period to host a UCL student or graduate intern
- Your intern can support you with a project or business development initiative that will move your organisation forward.
- Your intern could provide you with a fresh perspective and will bring new talent to your organisation.
- You will be able to trial an intern for any future positions that may arise, without obligation.

Eligibility

To participate in this scheme your organisation must:

- Be an SME based on EU definitions. Charities and third sector organisations which meet the SME definition are eligible for this scheme.
- Be London-based. If the company’s premises are not based in London, they must demonstrate that they trade in London or have close ties to London as our funding is specifically for London-based companies.
- Provide the intern with a desk or space at which to work. Home-working is not acceptable.
- Provide a supervisor for the intern. The supervisor must be able to give regular feedback.
- Pay the London Living Wage (£9.75 per hour) for 35 hours per week via your payroll.

Internships in a variety of sectors

We aim to promote a variety of internships across a range of sectors covering:

- Consultancy
- Engineering
- Life Sciences & Health
- Social Sciences & Media
- IT & Tech
- Arts & Culture
- Finance

Important Dates

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>January to 13th March</td>
<td>Proposals to be submitted to UCL Careers - You are advised to send us your completed form as soon as you can and not wait until the deadline. Funding will be reserved on a first come first served basis.</td>
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<td>Feb to April 14th April</td>
<td>UCL Careers will promote opportunities to UCL students</td>
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<td>12th May</td>
<td>Deadline for organisations to have conducted interviews, selected candidates and informed UCL Careers about their chosen candidate. Organisations to also have sent UCL Careers completed their completed Supplier Information Form and Health and Safety Checklist by 12th May.</td>
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<td>5th June</td>
<td>Deadline for contractual documentation and invoice for Santander contribution to be received by UCL Careers for internships starting 12th June</td>
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<td>12th June</td>
<td>First date for internships to begin for either 6 or 8 week duration</td>
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<td>3rd July</td>
<td>Deadline for contractual documentation and invoice for Santander funds to be received by UCL Careers for internships starting 10th July</td>
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<td>10th July</td>
<td>Second date for internships to begin for either 6 or 8 week duration</td>
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<td>15th September</td>
<td>Deadline for internship feedback to be received by UCL Careers</td>
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Get involved...

For an information pack and proposal form please email Laura Radford: l.radford@ucl.ac.uk