



THE AGA KHAN UNIVERSITY

## **Virtual Internship Programme – Frequently Asked Questions: Partners**

### **What makes the AKU Virtual Internship Programme different?**

We are both the recruiter and the provider of internships. As a result, we can ensure quality positions. Our advantage is that our internship positions are curated and carefully vetted based on projects and programmes we are working on. This ensures high quality opportunities with clear outcomes and expectations giving students an optimal learning experience, unlike other internship providers who wait to recruit students and then try and match them to a position. Mentors on our programme are part of the AKDN, and we have great relationships with all of them and are able to monitor quality and mentorship closely.

Being part of the Aga Khan Development Networks allows our interns access to international experiential learning opportunities across 30 countries where the Network has projects and programmes. We provide access to customized and focused opportunities at the AKDN, including:

- Extensive networking opportunities with renowned researchers and experts
- Applying their academic learning to ongoing real-world projects
- Projects in a diverse set of countries: Pakistan, Afghanistan, Syria, Tajikistan, Kyrgyzstan, Egypt, Kenya, Mozambique, Tanzania, Uganda, Portugal, Switzerland, UK, and Canada

In addition, we offer a rich and diverse environment to learn ethical engagement principles based around critical reflexivity and sustainability.

### **How does the programme work to build student skills and competencies?**

The programme offers over 60 hours of professional development training that build student skills and competencies. This professional development training entails comprehensive one-on-one mentorship, cultural immersion opportunities, social networking, and webinars, workshops, and short courses with AKDN master trainers to equip students with relevant knowledge and skills to do work in their chosen areas of interest.

### **How does the programme help students achieve their personal and professional development goals?**

Students are expected to outline their goals as well as their personal and professional development objectives prior to starting their internships which they will share with their mentors and programme coordinators. During the student and mentor's first meetings, those goals will be discussed, and mentors will ensure that the student's goals are met by the end of their internships. Programme coordinators and mentors will check in periodically to ensure that the student's internship projects contribute to their initial goals.



## THE AGA KHAN UNIVERSITY

### **How does the programme prepare students for their internships?**

Our programme provides:

- Thorough virtual orientation sessions that include modules on AKDN and AKU, data security, risk management, internship programme features, and their respective departmental orientations
- Provision of a student manual prior to the start of their internships
- Professional development workshops, webinars, and short courses to complement their placements and post-internship endeavors

### **How does the programme prepare AKDN mentors?**

Our programme provides:

- Assistance in crafting cohesive and impactful internship terms of references
- Capacity development workshops and sessions on how to be a successful virtual mentor
- Ongoing support through monitoring and evaluation, and troubleshooting as required

### **How are weeks structured for students during their internship?**

The weeks are structured differently for each internship, depending on the mutual agreement between students and their mentors. Though multiple things are common across all internships:

- At least one weekly meeting and or 2-3 hours of mentorship per week
- Virtual Coffee Chats for student-student social and networking engagement
- Biweekly professional development workshops or webinars

### **How do networking opportunities work with the virtual internships?**

Students are still able to network with other students, mentors, and AKDN professionals in the virtual landscape. Engagement and networking are facilitated through virtual social engagements, workshops, and webinars, and working in diverse teams.

Our virtual coffees encourage interns to talk about the projects they are working on, exchange ideas and build a sense of camaraderie.

### **How does the programme monitor progress and evaluate student internship experiences?**

We offer full time programme support and facilitate regular check-ins with students and mentors. Students complete weekly check-ins, monthly facilitated reflections, and mid and end-term evaluations. Should there be any issues that arise in their check-ins, our programme coordinators immediately address them and offer support.

### **Is it possible to work together to customize student internships?**

Yes. We can work with you to customize learning objectives, projects, and hours to adhere to any internship or co-op requirements for your institution. We will then work with respective mentors to ensure that mutual goals and objectives are shared from the beginning.



THE AGA KHAN UNIVERSITY

## Programme Fees and Scholarships

### How much does the internship programme cost?

The full programme fee is USD\$1,200. There is also a non-refundable application fee of USD\$30.

### How are students charged for the internship programme?

Students apply on our internship portal and pay the required application fee through PayPal. Students are required to pay a 50% deposit upon acceptance and pay the remaining amount by the end of the first week of internship.

### What scholarships or other avenues of funding are available for students?

Students from partner institutions (or recently graduated within one year) are eligible for a reduced fee for the year 2021. **Reduced programme fee: USD \$800** instead of the full fee of USD \$1,200. In addition, all applicants are welcome to apply for the following discounts and scholarships should they successfully secure an internship position.

#### Promotional Discounts:

- 20% discount for the first 10 interns successfully securing and accepting their placements
- 10% Alumni discount for students who are referred to the programme by a programme alumnus

#### Scholarships:

- 10 fully funded financial and merit-based scholarships annually for all eligible students
- 5 partially funded (50% off) Emerging Economies Scholarships available for students who come from emerging economies

Students will be asked to provide documentation of the following to be eligible for the scholarships mentioned:

- Letter of Intent addressing the need for financial assistance
- Supporting letter indicating need for financial assistance from their University
- Transcript stating the final average grade or the overall cumulative GPA
- Certifications supporting their leadership experience, achievements, community involvement, and awards received in the past 4 years

### Are partner institutions able to cover the cost of their students' internships?

We welcome and encourage partner institutions to fund their students or provide any scholarships for their virtual internships with our programme. We have also welcomed AKDN mentors and agencies to cover the cost of both the mentor **and** student fee, which some mentors have responded well to.



## THE AGA KHAN UNIVERSITY

### **Is there a cancellation policy for the programme fee?**

If students choose to cancel their internship after paying the fee, the total fees paid will be non-refundable, unless under extenuating circumstances and will be dealt with on a case-by-case basis.

### **Are students allowed to request extensions for internships?**

Currently, our internships are a minimum of 12 weeks long, with an option to extend without additional charge for up to one month. Students will be allowed to extend their internships for up to one month without any additional charge. Beyond that, both students and mentors will be required to pay an additional amount and will be dealt with on a case-by-case basis.

### **When do on-site internships start?**

On-site internships are currently put on hold due to the pandemic. Once we reassess the global situation in 2021, we will start looking into when this option will be available.

### **Will there also be a charge for on-site internships?**

Yes. The programme fee will still apply but will be a different amount that include fees for safe room and board, visa application, and on-ground transportation.