

NUS TalentConnect is open from **15 Jul 2024 to 31 Oct 2024** for our valued industry partners to submit their internship postings for the **Advanced Technology Attachment Programme (ATAP)** and **Industry Internship Programme (IIP)** for the internship period from **Jan – Jun 2025**. (**Please note that IIP is a PAIR-ONLY internship.)

Our Computing students will be able to view and apply for approved internship postings from **4 Sept 2024 to 15 Nov 2024**.

Posting an Internship Position on NUS TalentConnect

Please take note of the following steps to submit an internship posting for our Computing students:

1. Login to the [NUS TalentConnect portal](#).
2. Click on **“Jobs & Internships”** and select **“Postings”**
3. Click on **“Create A Job/ Internship”**.

******PLEASE DO NOT LEAVE ANY FIELDS EMPTY******

4. Complete the internship form, and remember the following **7 key** fields:

- **(1) Position Type: Please select “Internships – School of Computing”**

INTERNSHIP PROGRAMME/ PROJECT DETAILS

Position Type * ✓

- ☐ Full time Job
- ☐ Contract Full-time Job
- ☐ Vacation Internships - Local (Open to all Faculties)
- ☐ Internships - College of Design and Engineering (Engineering)
- ☐ Internships - College of Design and Engineering (Architecture, PFM)
- ☐ Internships - Faculty of Arts & Social Sciences
- ☐ Internships - Faculty of Law
- ☐ Internships - Faculty of Science
- ☐ Internships - School of Business
- ✓ ☒ Internships - School of Computing
- ☐ Internships - Lee Kuan Yew School of Public Policy
- ☐ Internships - NUS-ISS
- ☐ Law Practice Training Contract
- ☐ NUS Law Pro Bono Programme
- ☐ Office of Student Affairs - Seeds of Good Programme (SOGP)
- ☐ Office of Student Affairs - Teach Singapore (TeachSG)

Restrict Applications / Activate Screening: Select **“Yes”**. [This allows only eligible computing students to apply.]

- (2) *SoC Experiential Learning Placement Type* [Please select applicable programme, **Advanced Technology Attachment Programme ATAP OR Industry Internship Programme IIP** (**Note that IIP is a pair only internship). Student Internship Programme SIP is currently **NOT** open for submissions.]:

SoC Experiential Learning Placement Type ✓

Work Term *

- ✓ Advanced Technology Attachment Programme (ATAP)
- AIDF Capstone Project (Asian Institute of Digital Finance)
- Capstone Project (Master of Computing)
- Co-op Education Programme
- ✓ Industry Internship Programme (IIP)
- X Student Internship Programme (SIP)

- (3) *Work Term*
 - Please select **Computing – ATAP/IIP (6 Jan to 20 Jun 2025)** for ATAP or IIP.

Work Term * ✓

Internship / Project Title *

Number of Vacancy(s) *

Internship Period (AY, Semester)

- 2024 Summer Vacation (May '24 to Aug '24)
- 2024 Winter Vacation (Dec '24 to Jan '25)
- 2025 Summer Vacation (May '25 to Aug '25)
- X Academic Year 2023/2024 Semester 2 (Dec '23 - May/Jun '24)
- X Academic Year 2024/2025 Semester 1 (Jul '24 - Nov/Dec '24)
- X Academic Year 2024/2025 Semester 2 (Dec '24 - May/Jun '25)
- ✓ Computing - ATAP/IIP (6 Jan - 20 Jun 2025)
- [NUS Law] Mandatory Pro Bono Programme
- [NUS Law] Voluntary Pro Bono Programme

- (4) *Estimated Internship Start Date and Estimated Internship End Date*: [This field denotes the entire internship duration.]

The official internship period is from **6 Jan 2025 to 20 June 2025** for both ATAP & IIP [Minimum 24 Weeks] The School does allow some limited variance to the start date. The latest an internship can begin is **20th Jan 2025**. The latest an internship can end is **9th Aug 2025**. For any deviations on this, please write to internship@comp.nus.edu.sg to check.

Estimated Start date of Internship/ Project (Student will start internship on this date)

✓ 2025-01-06

Estimated End Date of Internship/ Project (Student's last day of internship)

✓ 2025-06-20

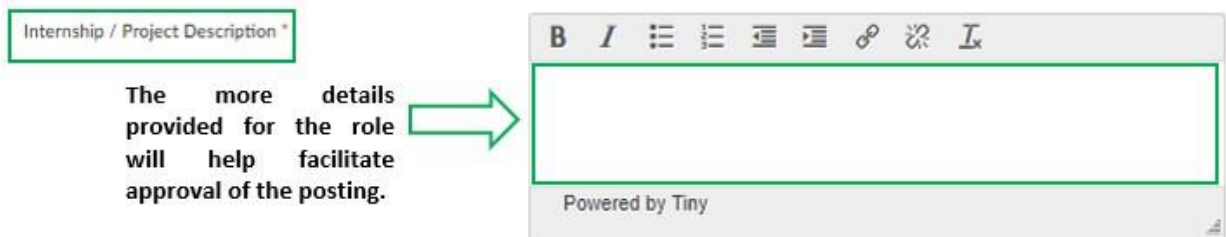
- (5) *Internship / Project Description* [This field needs to provide detailed descriptions on what the intern will be doing.]

For Computing unit-bearing internships, the School requires greater technical details on what the intern will be tasked to do.

Eg:

This project has two main aims:

- 1) Develop automatable tools (using programming language / technical tool) and environment for
- 2) Develop Data Processing Algorithms to



The diagram illustrates the 'Internship / Project Description' field. On the left, a text box contains the text: 'The more details provided for the role will help facilitate approval of the posting.' An arrow points from this text to a larger text editor interface on the right. The text editor has a toolbar with icons for bold (B), italic (I), bulleted list, numbered list, decrease indent, increase indent, link, unlink, and text color. Below the toolbar is a large text area, and at the bottom, it says 'Powered by Tiny'.

- (6) *Compensation* [Note that Computing internships have a minimum requirement of **\$1,200**. Please input the values as indicated.]

Compensation

Please provide the compensation range and frequency. The default current is in Singapore Dollars (SGD); do convert the currency to Singapore Dollars (SGD) if it's in other currencies code.



The compensation form consists of three fields: 'From:', 'To:', and 'Frequency:'. The 'From:' and 'To:' fields each have a dropdown menu with '\$' selected and a text input box containing '1200'. Both input boxes have a green checkmark to their right. The 'Frequency:' field has a dropdown menu with 'per month' selected and a green checkmark to its right.

- (7) *Internship Programme / Project Proposed by:* [This field cannot be blank. It **MUST** be filled with a relevant point of contact. If the reporting supervisor is not confirmed, a HR contact's information can be provided in the interim.]

INTERNSHIP PROGRAMME/ PROJECT PROPOSED BY



The form for reporting manager/supervisor details includes four rows, each with a label, a green checkmark, and a text input box:

- Name of Reporting Manager/ Supervisor
- Designation of Reporting Manager/ Supervisor
- Email of Reporting Manager/ Supervisor
- Contact Number of Reporting Manager/ Supervisor

Other points to note:

- Kindly ensure that **ALL** the above fields are filled in correctly, otherwise the posting will not be routed to SoC for approval / be rejected and will result in delays.
- Vetting and processing of postings are done **fortnightly**.
- Only **NEW** submissions created **from 15 July 2024** will be accepted. Edits on postings submitted before **15 July 2024 will not be accepted**.
- Only internship offers that meet the following criteria will be recognised by the school as unit-bearing:
- **Must be approved under SoC's internship programmes [ATAP/IIP]**
- **Student(s) have to formally accept the internship offer on TalentConnect (Offer Status should state "Offer Accepted.")**
- This will help the School efficiently manage student placements as we **DO NOT ALLOW** students to withdraw and switch internships after accepting an offer from an Employer. If you would like to record student applications in your company's recruitment system, we would greatly appreciate if you could ensure that a formally accepted offer is recorded on TalentConnect.

Additional Information

Further details of the internship programmes can be found [here](#).

Queries on the internship programmes (eg: internship programmes, dates, employment, etc.) **ATAP, IIP, and SIP**, may be channeled to internship@comp.nus.edu.sg.

Queries regarding the **NUS TalentConnect portal** (eg: Portal access, password reset, submission issues etc.) may be channeled to talentconnect@nus.edu.sg.