

Internship Policy

Purpose

The purpose of this policy is to provide a framework for our internship program, which is designed to provide students with a valuable learning experience and practical skills that will help them in their future careers.

The Company will design and develop an internship program based on the following:

- **Educational eligibility:** The internship program will be open to students who have taken relevant coursework and have shown a strong interest in the field of study
- **Time commitment:** The program will require a minimum commitment of hours per week for a specific period of time, such as a semester or summer break.
- **Learning objectives:** The program will have clear learning objectives that are aligned with the student's educational goals and the company's business needs.
- **Supervision:** Each intern will have a designated supervisor who will provide guidance, feedback, and support throughout the internship.
- **Meaningful work:** Interns will be given meaningful work that is relevant to their field of study and that provides practical skills and experience.
- **Compensation:** Internship allowance will be offered.
- **Evaluation:** Interns shall be evaluated on their performance at the end of the internship, and provided with feedback and recommendations for improvement.
- **Future employment opportunities:** Successful interns may be considered for future employment opportunities at the company, which can provide a pathway for career growth and development.
- **Diversity and inclusion:** The program is open to students from diverse backgrounds.

Application

- To apply for an internship, students must submit a resume to our human resources department. The department will review the applications and select candidates for interviews.
- Upon acceptance into the internship program, interns will be required to sign an internship agreement, which outlines the terms and conditions of their internship, including the expected hours of work, the duration of the internship, and the goals and objectives of the internship.

The Company is committed to providing a valuable and rewarding internship program that helps students develop their skills and prepares them for their future careers. We believe that our internship program is a valuable investment in the future of our company and the broader community.