Dear Students,

We are pleased to inform you have fulfilled your perquisites for EG3611 Industrial Attachment (IA) Programme!

On behalf of the Careers & Internships team, I would like to invite you to start making applications to companies. My experience tells me the faster you apply, the higher chance to secure your preferred internship offer. That is the case for your seniors and I believe it will work well for you. Please have a read through the key information below before you embark onto your internships!

**Engineering internship guidelines**

- Do browse through the engineering internship guidelines via [https://sway.com/gUuJdCESVPRTkSle?ref=Link](https://sway.com/gUuJdCESVPRTkSle?ref=Link). It contains important admin information (e.g. report due dates) for both students and employers reference.

**There are 2 options to secure your IA placement**

(1) Application through the NUS TalentConnect Portal **(EXCLUDING students who choose the self-sourced option)**

- Step 1: Get your resume ready - students who require assistance in resume writing and interviewing skills are encouraged to approach their engineering Careers Advisors.
- Step 2: Log on to the NUS TalentConnect Portal.
- Step 3: Apply to your desired IA positions – there is no limit to the number of IA applications.
- Step 4: Be contacted by companies for interviews.
- Step 5: Receive and accept company offer via the NUS TalentConnect Portal – an email will be sent to your mailbox and you have up to 7 calendar days to respond.
- Step 6: All IA students and employers will receive a system generated IA confirmation email in early Jan 2019.
- Step 7: Chill and remain excited for your wonderful internship journey ahead!

**Note:**

- The last date to accept an IA offer via the NUS TalentConnect portal is **21 Dec 2018**.
- All IA positions displayed in the NUS TalentConnect portal under the credit bearing “Engineering Internship Programmes” have been approved by your departments to be recognized under IA.
- Please note that all engineering students who applied via the NUS TalentConnect portal under the credit bearing “Engineering Internship Programmes” **WILL HAVE TO ACCEPT** their offers through the same portal in order for their IA offers to be **RECOGNIZED**.
- In the case if the hiring companies request you to apply in their job portal, you can do so simultaneously or **AFTER** accepting your offers via our NUS TalentConnect portal.

(2) Self-sourced application via the Engineering enhancement portal

- While the faculty engages the industries, students have the option to source for their desired companies that are not listed in the NUS TalentConnect portal.
- After securing a company offer (including scholarship holders fulfilling their internship requirement), students are to apply under the self-sourced category.
  - Step 1: Complete the Placement Form and submit it through the Enhancement Programmes portal under the “Self-initiated” category.
Step 2: Upon approval, students will be enrolled into IA and receive a system generated IA confirmation email.

- Some sources to do self-sourcing:
  - Various websites of the companies
  - Other Careers Portals (e.g. Indeed.com, JobStreet)

Note:
- The last date to submit self-sourced application via the Engineering enhancement is 31 Dec 2018.

**Engineering internship briefings**

- There are 2 internship briefings. One on **23 Aug** (12pm to 1pm, at LT6) and the other on **5 Sep** (12pm to 1pm, at LT7). The content of both briefings are similar and IA students are encouraged to attend either of the 2 briefings.
- The engineering internship guidelines ([https://sway.com/gUuJdCESVPRtkSle?ref=Link](https://sway.com/gUuJdCESVPRtkSle?ref=Link)) will be elaborated and students are encouraged to clarify doubts during the internship briefings.

**Eligibility to undergo IA in AY1819 semester 2 (Jan-June 2019)**

- Please contact your department should you have question on your IA eligibility.

Please feel free to contact the Careers & Internships Team at enginternship@nus.edu.sg if you have further question.

*Warm regards,*
*Siti Nor Aina*
*Careers & Internships Team*
*NUS Engineering*

To participate in engineering internship programmes (for companies): [NUS Engineering internship programmes](https://www.engineering.nus.edu.sg/programmes/internship)

To view more information about career events and engineering internship application procedures (for students): [NUS Engineering Careers](https://www.engineering.nus.edu.sg/careers)