From: Lisa Moo On Behalf Of Undergraduate Enhancement Programmes  
Sent: Wednesday, February 12, 2014 2:37 PM  
Cc: Undergraduate Enhancement Programmes  
Subject: 2014 Faculty-VIP Placement Opens from 12 Feb to 19 Feb  
Importance: High  

Dear Students,

The Faculty of Engineering encourages students to seek industrial internships as an important complement to their engineering education.

The Vacation Internship Program (VIP), EG3602 offers 6MCs for 12 weeks of internship completed from May – August. Please refer to the Enhancement Programme-VIP webpage at http://www.eng.nus.edu.sg/undergrad/epmc/iap_vip.html for detailed information on the programme.

Students, with an interest in participating in EG3602 VIP, please read the below information carefully:

With effect from VIP 2014, please be informed of the new placement procedure under the Faculty-placement for IA/VIP:

i. Students are allowed up to a selection of 10 jobs and your selections will be released to the companies that you have indicated an interest in;

ii. Students shall be contacted directly by the companies for interview(s) if an interviewing session is required;

iii. The application results will be announced by the Faculty where acceptance to an offer by students should be updated via the Enhancement Programme (EP) web-portal;

iv. Activities (ii) and (iii) repeat for a second round;

v. Any remaining vacancy will be opened during the Open Market period which allows concurrent activities to take place (i.e. applications by students, interviews by companies, acceptance of offer)

vi. Once an offer is accepted by a student, no further changes or cancellation is allowed. A penalty of $300 applies for withdrawal (after acceptance of an offer) without valid reasons from VIP.

EG3602 Vacation Internship Programme from 12 May 2014 to 1 August 2014


Eligibility

- Students who have completed at least 4 semesters of study (final year students are not eligible for the VIP)
- Direct entry students admitted into Stage 2 may apply with 2 semesters of study
- Enrollment in VIP excludes IAP; vice versa
Note:
- All students with an interest in the 2014 VIP should complete the Online Placement by 19 February 2014; except for students who have already secured an internship on their own should proceed to apply under the Self-initiated VIP category
- Please access the revamped portal at https://myaces.nus.edu.sg/ugep/studentLogin.html
- Enrollment in IAP excludes VIP; vice versa

Timeline for the 2014 Faculty-VIP placement exercise:

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>VIP Application for students</td>
<td>12 Feb (Wed) – 19 Feb (Wed)</td>
</tr>
<tr>
<td>Companies to Interview and Offer students - Round 1</td>
<td>21 Feb (Fri) – 18 Mar (Tue)</td>
</tr>
<tr>
<td>Online Acceptance of Offer by students - Round 1</td>
<td>19 Mar (Wed) – 25 Mar (Tue)</td>
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<tr>
<td>Companies to Interview and Offer students - Round 2</td>
<td>27 Mar (Thu) – 09 Apr (Wed)</td>
</tr>
<tr>
<td>Online Acceptance of Offer by students - Round 2</td>
<td>10 Apr (Thu) – 15 Apr (Tue)</td>
</tr>
<tr>
<td>Open Market</td>
<td>16 Apr (Wed) – 25 Apr (Fri)</td>
</tr>
</tbody>
</table>

Guide to the application via the Enhancement Programme portal
a. Please ensure that your resume is prepared before proceeding
b. Login to the revamped Enhancement Programme portal at https://myaces.nus.edu.sg/ugep/studentLogin.html
c. Select “Registration” under Vacation Internship Programme
d. Select the correct application category. For the Faculty-placement category, a total of 4 items must be completed for the application to be registered
   1. Guidelines Declaration
   2. Curriculum Vitae
   3. Job Placements
   4. Submit Registration
e. Fill up the online resume template which will act as your Curriculum Vitae
f. Select Job Placements to view the list of jobs available for your selection; students are strongly encouraged to take into consideration the number of applicants and the number of vacancies for each position during their job selection
g. Amendments to the items are allowed throughout the application period from 12 Feb to 19 Feb; a resubmission is required after any amendment
h. The status of all the above 4 items must be “Completed” by 19 Feb.

Please write to ugep@nus.edu.sg should you have any questions on VIP 2014.

Thank you.

Best Regards,

Enhancement Programme Team
ugep@nus.edu.sg