



FPT Spring International Internship program 2023



FPT Spring international internship program 2023 [business] Application Guide for the Online Business Internship Program Co-sponsored by FPT University

Hosei University will host a business internship program, lasting for about four weeks, at a number of companies in Vietnam in cooperation with FPT University, which is our partner university established with the aim of cultivation of human resources by FPT Corporation, the largest information technology (IT) company in the country. Under the program, students can experience an online internship not only in IT fields such as software development, but also in various other business fields, including personnel affairs, marketing, publicity and quality assurance.

Note: You can't apply more than one program in the spring of 2023

Objective:	To acquire business skills at a global level through online internships at Vietnamese companies.
Co-sponsor:	FPT University (in Vietnam) http://international.fpt.edu.vn/
Number of participants:	2 persons *If none of the applicants is suited for a certain location, participation in the program, at the location, may be cancelled.
Eligible applicants:	University students and graduate students * Any major is OK, but the available positions and companies of the internship are mainly in IT & Business.
Internship site:	Online
Training contents:	Selected applicants will take part in an online orientation to learn basic knowledge of companies and virtual communication, and then they will join to an online internship program at a hosting company for about four weeks. After the selection of applicants, they will be assigned to suitable hosting companies depending on desired by each participant - encompassing a broad range of business fields, including IT fields such as software development as well as marketing, publicity and quality assurance - through online meetings and other modes of correspondences among Hosei University, FPT University and hosting companies.
Application for Credit:	Credit can be applied for but credit granting policies may differ between faculties. *Check the List of Credit Granting Policy of Faculties for the Programs directed by Global Education Center

Schedule:

Dates	Contents	Site/submission location, etc.
Sep. 27th (Wed), Oct. 3rd (Tue), 6th (Fri) 12:30~13:00 / 13:10~13:40	Information Session	Scheduled to be held online. Refer to Global Education Center web site in detail.
Sep. 27th (Wed) ~Oct. 11th (Wed)14:00	Application Period	Submit of forms via the online application form.
Oct. 17th (Tue) or later	Announcement of the applicant screening result	Notified by e-mail
Oct. 21st (Sat)	Interview	Details will be informed later
Oct. 24th (Tue)or later	Announcement of the oral interview result	Notified by e-mail
In Mid-Nov. to Jun.	Procedures to allocate interns to suitable hosting companies (Excluding terms of classes and exam periods)	Conduct an online interview with coordinator from FPT university and a host company
Dec. 23rd (Sat)13:00~14:30 (TBA)	Briefing session	Ichigaya G Lounge
4 weeks period between Feb. 26th (Mon) to Mar. 22nd (Fri)	Online internship period	FPT University or Hosting companies
Apr. 13th 2024 (Sat)	Debriefing session	Ichigaya G Lounge
Mid-May 2024 (Optional)	Debriefing at the event	Hosei Global Day 2024

*Attendance for Online Information Session is not mandatory but helps you to know about contents of the program.

*Please refer to “Online Internship Information Agenda” for details

Qualification: Applicants must satisfy all the following requirements:

1. Communication skills in English. (No minimum score standard)
※Communication skills in the local language of the location is preferred.
2. Applicants must be able to participate in all of the explanatory meetings and review seminars designated by Hosei University and FPT University before and after the internship program.
3. Consent of a guarantor for the application/participation

Application: 1) •Submit the Application Form, which can get from Hosei University Global Education Center web site https://www.global.hosei.ac.jp/programs/oncampus/volunteer_internship/ , via the online application form below within the application period.

<https://ws.formzu.net/fgen/S323903103/>

•Also submitting a scanned copy data of Student ID card and Language certificate.

•Please make sure to submit the Application Form as a word file.

- 2) Both document screening and interview screening results will be sent to your university e-mail address (@stu.hosei.ac.jp).
- 3) Those who are currently participating or planning to participate in an overseas program (SA program, etc.) at Hosei University should confirm in advance with Global Education Center regarding the application for this program.

Participation fees:

	Paid by university	Paid by each participant
Program participation fee (Including training and inspection fees)	✓	—

*Participants have to set up an internet connection by themselves

Note: Be sure to confirm the content of this document before application.

- (1) In case of cancellation, you will be charged with an amount equivalent to the actual costs claimed by the co-host (FPT) at that point.
- (2) Participants must submit a report in a predetermined manner.

<Contact>

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