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Dear Student,

This booklet is designed to help you understand more about AIESEC's Work Abroad Program. Discover the many opportunities you can be a part of with AIESEC and embark on your own exchange experience.

We, at AIESEC Edinburgh, are always there to help you out. Please do not hesitate to contact us if you have any questions or feel like you want to know more!

- AIESEC EDINBURGH

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ABOUT US

Present in over 110 countries and with over 60,000 members, AIESEC is the world's largest student-run organization. Focused on providing a platform for youth leadership development, AIESEC offers young people the opportunity to participate in international internships, experience leadership and participate in a global learning environment. What makes AIESEC unique is the youth driven impactful experience that it offers to its members. AIESEC is run by young people for young people, enabling a strong experience to all its stakeholders.

AIESEC engages with thousands of companies and organisations to support their highly competitive international talent acquisition and consistent global employer branding.

AIESEC in the UK is present across 20 universities. Together, they all work towards providing international exchange experiences for students across the United Kingdom. The AIESEC UK network is a source of support for members and exchange participants.

Here are some of our national partners:



WHAT WE OFFER

The Work Abroad Program is split into two broad categories: the **Global Community Development Program (GCDP)** and the **Global Internship Program (GIP)**.

The **Global Community Development Program (GCDP)** places the Exchange Participant in a challenging role where they will be appointed the job of providing positive change to a community. It is an opportunity to engage themselves in roles where they will be part of teams and projects and find innovative ways to contribute. Many of our interns travel to the developing world and work with NGOs to raise awareness of foreign cultures, the dangers of HIV/AIDS, and promote green issues and more

This type of internship is usually unpaid, however accommodation and food will be provided.



The **Global Internship Program (GIP)** requires more qualification than the Global Community Development Program (GCDP) and places interns in positions of professional responsibility. Here, the interns will develop skill sets which make them more employable and be able to actively get involved in a professional environment. Opportunities range from working in new enterprises to large companies such as DHL, HSBC and Apple.

Although the GIP internships are paid, sometimes accommodation is not provided. However, the AIESEC society in the country where your internship will be placed will provide assistance and support while seeking for suitable accommodation during the duration of your internship.



OUR COUNTRY PARTNERSHIPS

The amazing AIESEC network allows our exchange participants to work in one of the 110 countries we operate in. However, we have established partnerships with certain countries which we have identified for their quality of exchanges and services to support exchange participants

Global Community Development Program (GCDP)

- 1) Brazil
- 2) India
- 3) China
- 4) Italy

Global Internship Program (GIP)

- 1) Egypt
- 2) Colombia
- 3) Emerging European Countries

WHAT ARE THE COSTS

Once you have been accepted into the Work Abroad Program, you will be asked to pay the Exchange Participant fee of £350. Below is the breakdown of the fee. Please note that AIESEC is a non-profit organization and you will be responsible for obtaining your own visas and flights.

- **£180** – National office administrative costs. We have a full-time National Committee who manages AIESEC UK and the UK side of the global information system.
- **£50** - Outgoing Preparation Seminar Cost. This is a 2-day conference where we teach you about culture shock and how to adapt yourself to your new environment. We are well aware that many people have travelled before; however, working and living abroad is not the same as travelling abroad. This conference ensures that you get the most out of your international experience.
- **£75** – Local Committee realisation fee. This is what the Local Committees will get when you go on your internship.
- **£5** – Heading for the Future Conference. This is a conference that you will be invited to attend upon your return to the UK after your internship. The event allows you to learn about capitalising on your experience and about how to get the job that you want in the future through workshops and networking with representatives of corporate organisations.
- **£40** – Web Development Fee. This covers the UK website and our connection to the global information system.

GETTING STARTED

At first, the process might seem to be a little bit complicated. But don't worry, these steps outline what you would have to go through to be a part of the Work Abroad Program. Don't forget, you can always get in touch with us!

Apply Online – Apply on www.aiesec.co.uk using the path Login/Register at the top which will take you to the opportunities portal where you will find your link to the Work Abroad Applications.

Assessment Centre – Everyone who completes an online application will be invited to an assessment centre. Here you will learn more about AIESEC, have the chance to ask more questions, get to know fellow candidates and have an informal interview.

Payment – After the assessment centre we will inform you if you have been accepted onto the programme. You will then be given a deadline to pay the £350 fee. You also have 14 days to upload all other documents needed, i.e. transcript, reference letter etc.

Getting RAISED onto MYAIESEC.NET – Once you have completed the payment we will run a session to get you raised onto our system. This website has a database of all the available internships on our system as well as a lot of useful information.

Search Database – Although everyone on the AIESEC team is here to help you, you have to find your own internship. This involves looking through the database and being pro-active. If you see an internship that interests you, email the internship manager about it. Tip: internships are often flexible so try emailing your CV

Outgoing Preparation Seminar – The seminar is run over a weekend to help prepare you to go abroad. Food and accommodation are provided and it is fun! Specialists come in to talk about issues like culture shock and work attitudes around the world, you will learn even more about AIESEC and get a feel for its culture, meet fellow exchange participants like you, get advice about how to find an internship and much more.

Match to an internship - Once you find an internship that you are happy with after emailing, you will be asked to send an acceptance form (confirming you want to take the job) and may be given an interview – over the phone, on msn chat, or video chat. DO NOT accept the form online until the internship manager says it is okay to do so. You will receive an acceptance form from the company and then you are ready for the next stage.

Flights, Visa (etc) – Once you've been matched to an internship, you will need to buy your flights, make sure your passport is valid etc. You may also need a visa, the Local Committee in the country

you are going to will be able to help you with this. Contact us to help you find flights as we have partnerships with a travel agency.

Reintegration Seminar - So you have been on your trip and you are back into your usual environment. However, it did not seem like it did when you left or maybe it has not changed like you imagined. The reintegration seminar will help you to deal with all these issues and more. The event allows you to learn about capitalising on your experience and about how to get the job that you want in the future through workshops and networking with representatives of corporate organisations.

HOW TO GET IN TOUCH WITH US

The Outgoing Exchange team at University of Edinburgh will provide you with guidance and support through the process. If you have any questions, please do not hesitate to contact us!

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We hope that this booklet has given you a better insight into our Work Abroad Program. Look forward to hearing from you!