



LANGUAGE  
SCHOOLS

# VOLUNTEER INTERNSHIP PROGRAM (VIP)

- Put your language skills into practise in an Australian internship that meets your interests.
- Add Australian work experience and references to your curriculum vitae.
- ILSC's internship coordinators will help place you in an internship position.

## AVAILABLE IN

Brisbane, Sydney, Melbourne

## ENTRY REQUIREMENT

A minimum of ILSC Intermediate 3 is required prior to internship start date, as well as high school graduation.

## 2019 START DATES

Every Monday except the last week of a session.

*Important note: Internship availability is limited between Dec 1 to mid-Jan. Your internship start date must fall prior to, or after this period to guarantee placement.*

## 2019 FEES

Registration fee:	<b>\$230</b>
Materials fee:	<b>\$80</b> (1–4 weeks of study) <b>\$120</b> (5–11 weeks of study) <b>\$220</b> (12–23 weeks of study) <b>\$320</b> (24+ weeks of study)
Tuition:	Full-Time Morning, Full-Time Afternoon, Full-Time Evening or Full-Time Intensive study
VIP Placement fee:	\$850

## REGISTRATION

### STEP ONE

Take the Pre-Registration Online Language Assessment (PROLA) and do a phone interview. (Students registered in 24-week and longer Full-Time Intensive study may be exempt from the PROLA and the phone interview)

### STEP TWO

Complete an ILSC application form, choosing the Volunteer Internship Program, and send the necessary fees to the school.

### STEP THREE

Submit both application forms, a curriculum vitae (CV) and a cover letter. The CV should be neat and professional and include all relevant educational and work experience. (In Australia, personal information such as age and marital status should not be on a CV). The cover letter should state your skills and placement goals.

The template can be downloaded at <http://www.ilsceducation.com/internship-program-application-forms.aspx>

*Note: Although work is done on a voluntary basis, you are required to act professionally and responsibly. This includes wearing proper business attire for the interview and the work environment. Internships may be located outside the downtown core.*

## DESCRIPTION

The Volunteer Internship Program is an innovative model of enriched education combining English language studies with experience in the Australian workplace. The Volunteer Internship Program is one of ILSC's most popular programs, attracting students from all corners of the world. ILSC Australia is pleased to offer students this opportunity to build their English communication skills while gaining volunteer work experience in an industry that fits their skills and interests.

The first part of the program is a minimum of 6 weeks of in-school English language instruction. The second part takes place on the job site, where you spend a maximum of 12 weeks in an industry that reflects your career interests.

### STUDY IN ANY SCHEDULE

You can choose courses from a variety of programs offered at the school—Academic Preparation, Test Preparation, Business English, Humanities, etc. Certain foundation courses apply depending on your background and experience in the workplace.

In addition to your language studies, you will attend an orientation and meetings with your coordinator.

While on placement, you will be required to submit weekly reports on your experience.



### INTERNSHIP

We ask that you give us three different areas of interest because finding a placement in a specific field depends on your background and experience, how you perform in the interview, the willingness of that industry to accept volunteer students from non-English speaking countries and the seasonal highs and lows of certain industries.

The responsibilities are different for each placement and depend on your language ability at the time of placement, familiarity and experience in the chosen field, relevant educational background, amount of work available and your attitude.

#### Some popular areas of interest include:

- Tourism / Travel Agencies
- Office Administration
- Marketing
- Non-profit
- Sports / Recreation

## PROGRAM LENGTH

Visa Type	Study Length	Internship Length	Maximum Total Length	Pre-Booked Holiday
Working Holiday Visa	6–16 weeks	6–12 weeks	28 weeks	N/A
Student Visa	6–39 weeks	6–12 weeks	43 weeks	4 weeks
Student Visa	40 weeks or more	6–12 weeks	48+ weeks	8 weeks

*Students are responsible for securing the appropriate visa and ensuring that they are abiding by the conditions of that visa. The program is meant for language acquisition only and it is not geared towards job offers or sponsorships. Alternative arrangements may be made upon request. Please contact the local VIP Coordinator for more information*