Carnegie Mellon University
Africa

Corporate Internship

As a global leader in technology and engineering education, Carnegie Mellon University Africa (CMU-Africa) is offering you the opportunity to hire from a highly skilled group of master's students with diverse professional backgrounds. Master's interns are graduate students working on their Master of Science in Information Technology (MSIT) or Master of Science in Electrical and Computer Engineering (MSECE). At the completion of their first year of study, students are required to complete a three-month internship during the months of May – August each year.

During the internship, the student will work as a short-term employee of the organization to learn about the operations and practices in a business environment. It is expected that the student will work on IT or engineering related tasks that benefit the employer.

This work should also be complemented with opportunities for the student to learn and develop skills. This can be done by allowing the student to shadow employees from the organization to learn business processes or getting familiar with other business functions e.g. *by participating in team meetings, and occasionally leadership meetings.*

The work to be performed by the master's intern is described in an "internship offer" submitted by the hiring organization on CMU-Africa's **Corporate Internship Portal**, reviewed and approved by a faculty member prior to posting the internship opportunity to the students.

The priority of a corporate internship is for students gain working experience by being immersed in a real business environment for three months and performing real IT and/or engineering work for the organization.

Students are to be employed under contract by the organization during the corporate internship. It is expected that the internships provided by these companies will be paid or partially paid (in the form of a stipend – a fixed amount of money that is paid on a monthly basis). The student is expected to produce the results as defined in the temporary employment contract.

The internship provides the hosting organization with the opportunity of contact with our master students, appreciating and leveraging their expertise for the benefit of the company. It is also an opportunity to evaluate their skills for potential future recruitment; however, there is no obligation to the employer to hire the student.

Learning objectives:

- Experiencing life in a real business environment.
- Working on an IT or engineering project in an organization in collaboration with the organization's employees and management staff.
- Learning the business processes used to manage an organization.
- Initiating and organizing internal meetings to gather data, analyze it and present findings to management.
- Crafting solutions leveraging the skills and knowledge learnt at CMU to address real business issues.

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Assessment of internship success:

There is no grading for the corporate internship. Instead the student is requested to write a short report about his/her internship experience, which is part of the student's official academic record. Employers are also requested to complete a survey about their experience with the master's intern.

In summary...	
Type of experience	Professional experience
Who hosts the internship?	A company or institution providing the internship further referred to as the internship organization
Subject	Project description defined in internship offer letter signed by internship organization
Role of student	Short-Term employee of internship organization
Supervisor	Internship organization representative supervising the work on the intern
Cost to organization	Stipend or salary paid to student
Deliverables	Agreed scope of work defined in temporary employment contract
Length of experience	3 months = 13 weeks of 45 hours= 585 hours, the number of hours may change based on the labor laws of the country in which the internship is taking place