Contents

Sign up and Onboard

1. Login (https://nus-csm.symplicity.com) as a Student using either UserID@u.nus.edu or UserID
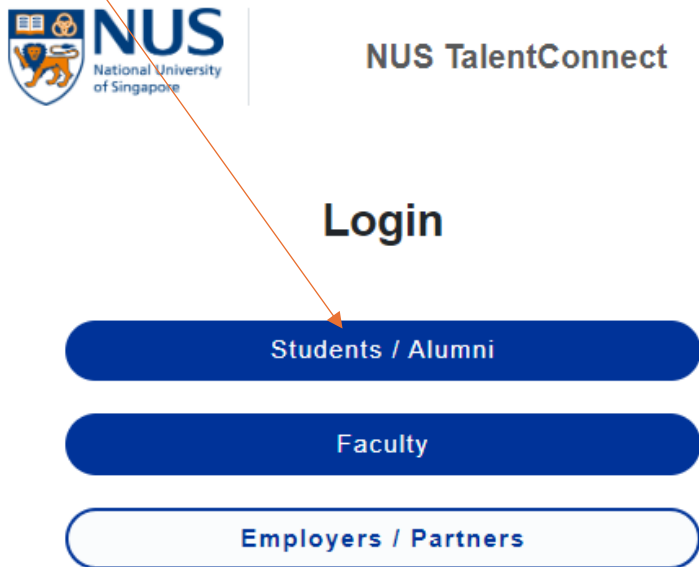
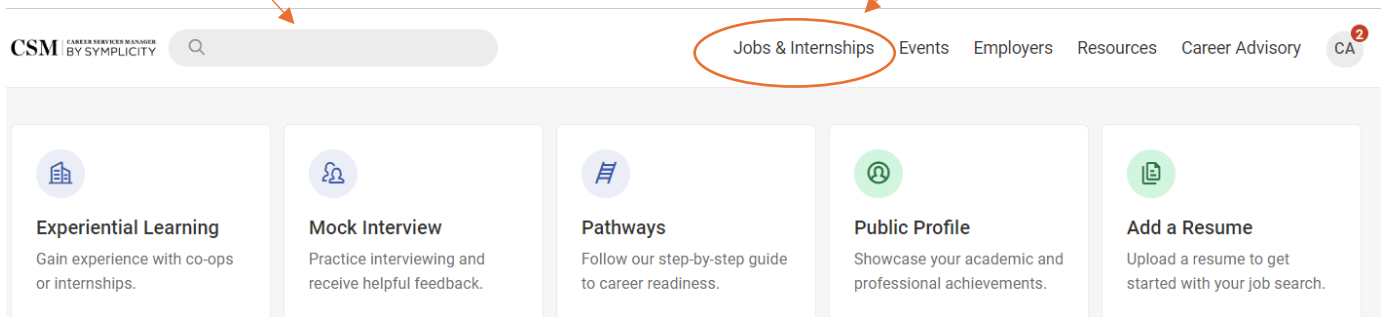2. Click on your Profile > My Documents to upload your latest resume

Student Guide for IAAS on NUS TalentConnect
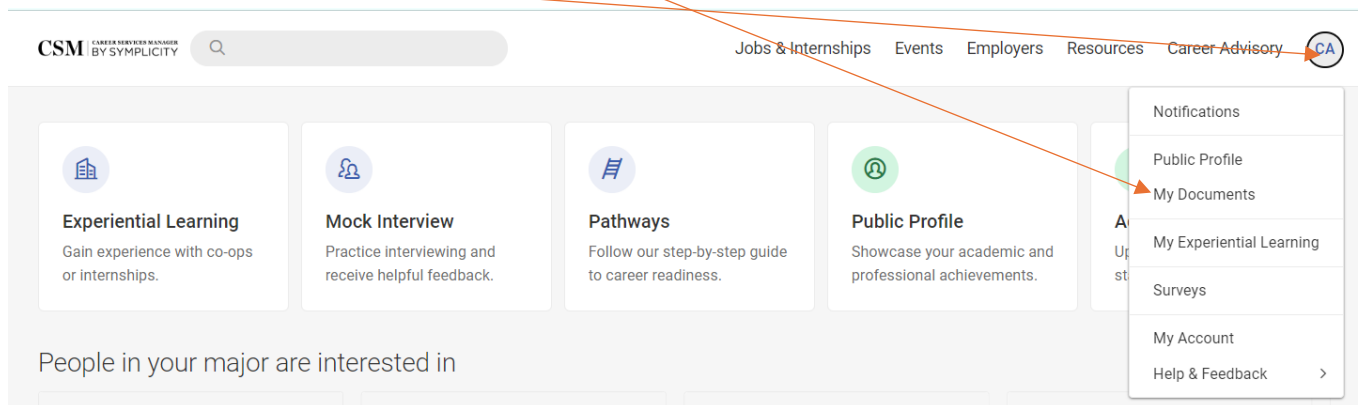
Applying to Internships
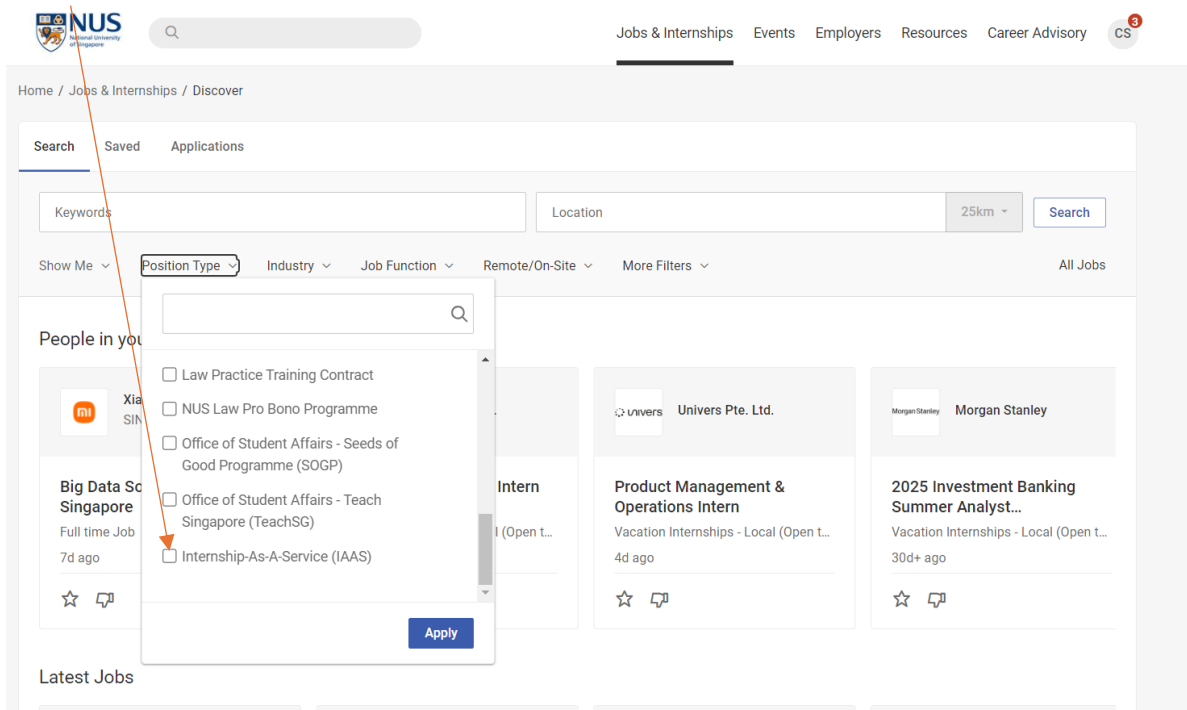
1. You can now apply for internships!

a. Use the search bar on the homepage or click "Jobs & Internships" at the top of the page to search for internships.

b. You can use the "Position Type" filter to view all available NUS IAAS internships and find your ideal opportunity.
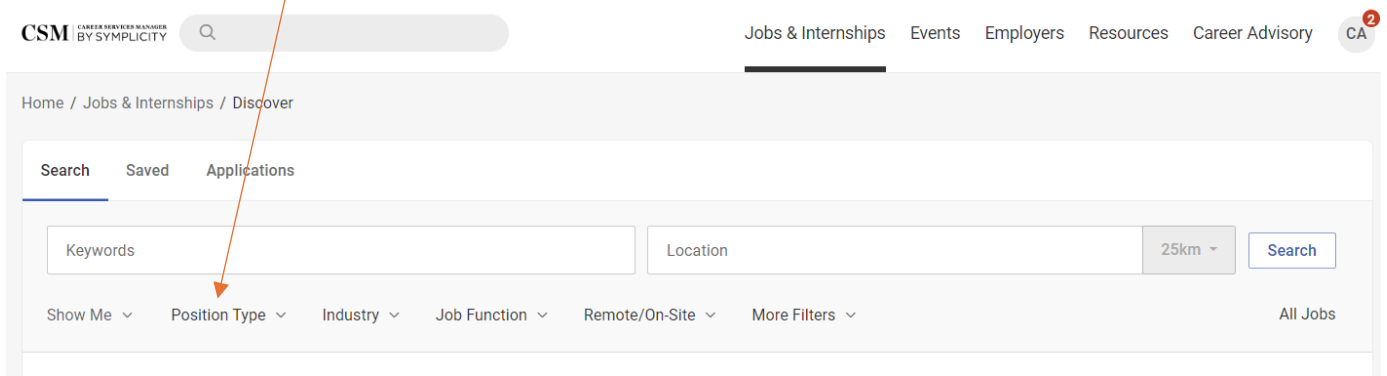
c. Select the "Internship-As-A-Service (IAAS)" checkbox.

Student Guide for IAAS on NUS TalentConnect

2. Apply for internships that interest you.

3. Check the status of your applications and accept any offers under the 'Applications' tab.

After Acceptance

Fill up your Experiential Learning record. <mark>DO NOT DELETE</mark>

1. Ensure that the correct work term and internship are selected. Select Internship-As-A-Service (IAAS).

2. Fill up the rest of the Experiential Learning Record before submitting:
    a) Internship Details
    b) Your Workplace Supervisor Details
    c) Student Declaration

Student Declaration

Please contact IAAS Team at iaas@nus.edu.sg if you are unable to acknowledge the following declarations.

Declaration 1 *

☐ I declare that I do not have a relationship with any member of the management of the company or any other relationship which could give rise to a conflict-of-interest situation.

Declaration 2 *

☐ I declare that my application under the NUS IAAS scheme complies with the programme requirements (e.g. IA, VIA, etc) specified by my faculty/school. Non-compliance will result in withdrawal of my NUS IAAS project.

Declaration 3 *

☐ I understand that NUS IAAS project and reports are to be completed and acknowledged by the business no later than Week 12 of the academic calendar (Semester 1 & 2).

☐ For graduating cohort, NUS IAAS project and reports are to be completed before Week 12 of the final semester. For Special Terms, please check with CFG.

Declaration 4 *

☐ I understand that only a maximum of 8 units, made up of DYOC and NUS IAAS courses, will be counted towards graduation requirements. Any excess units accumulated from NUS IAAS projects will not be considered for graduation.