



School of Business
D'Amore-McKim
Northeastern University



Lancaster University
Management School



UNIVERSITÀ
CATTOLICA
del Sacro Cuore

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NC STATE

Poole College of
Management

NEOMA
BUSINESS SCHOOL


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Undergraduate Career Development

Welcome to the IPBS Undergraduate Career Development handbook. This handbook aims to provide you with all the relevant information regarding the support available for IPBS student when seeking internship opportunities.

A global understanding of the world in which we live has never been more important in business education than it is today. Opportunities post graduation will take graduates to all parts of the world and introduce them to cultures, mores, customs and norms which are outside their comfort zones and sometimes difficult to internalize.

The International Partnership of Business Schools (IPBS) has been preparing its graduates for this world since 1974. Currently consisting of 12 prestigious international institutions, the IPBS focuses on providing its graduates a true multi cultural, language intensive, experiential learning and international business education.

The IPBS was founded on the concept of promoting international business double degrees, with language and business experiences incorporated. Today, the IPBS is a community of international scholars educating both undergraduates and masters level students through a closely aligned networked of highly regarded business schools spanning 3 continents.

I invite you to learn more about the incredible opportunities and global experiences the IPBS offers. Becoming a global citizen should be a part of every business student's education. The IPBS can deliver on that promise.



Hugh G. Courtney, Ph.D.

Dean and Professor of International Business & Strategy
D'Amore-McKim School of Business Northeastern University
President of IPBS



School of Business
D'Amore-McKim
Northeastern University

D'Amore-McKim School of Business Northeastern University

Boston, United States of America

Cooperative Education (work experience) is an integral component of the academic experience in the D'Amore-McKim School of Business. Participation in co-op provides students the opportunity to develop the skills needed to be successful in today's global business environment. Integration of these experiences into the classroom adds depth to the curriculum and enriches classroom dialogue.

About Us

Northeastern University is a nationally ranked global, experiential and research university. The D'Amore-McKim School of Business offers an education of rigorous academics combined with experiential learning. Some of the key recognitions include:

- #19 Undergraduate Bloomberg Businessweek, April, 2014
- # 1 Co-ops and Internships Bloomberg Businessweek, April, 2014
- #8 International Business Programs US News and World Report, September, 2014
- # 7 Entrepreneurship and Innovation, by The Princeton Review Entrepreneur, October Issue 2014

Students in the D'Amore-McKim School of Business have the opportunity to work in co-op positions at organizations that encompass all business functions across a diverse range of industries, sectors and locations. Co-op faculty work closely with employer partners in developing, enhancing and maintaining co-op positions that align with the educational goals of the business school. The Co-op office provides robust opportunities for students to meet and engage with employers and there is an expectation that students will participate in these activities as part of the co-op search.



Employability Support



Co-op faculty work with students and employers based on area of study and business function, and are professionals with experience in industry, education and career counselling. IPBS students are assigned a Cooperative Education Faculty who will work with them through all aspects of the co-op IPBS students, who are studying at Northeastern, must complete their co-op in the United States in order to satisfy degree requirements.

Employability in the curriculum:

All IPBS students are required to take Professional Development for IPBS students. This is a one credit semester long course taught by Co-op Faculty that prepares students for the job search in the American workplace. Topics covered include interviewing, job search strategies, DMSB co-op search procedures, differences in workplace cultures and an overview of the assessment and evaluation process of the work experience.

General employability support available to IPBS students:

In addition to the Professional Development course IPBS students are:

- Assigned a Peer Mentor for resume and interview assistance
- Required to complete an individual mock interview with feedback on areas for continued focus
- Provided a list of current students and encouraged to network and research co-op experiences
- Invited to attend employer presentations and networking events.

Internship Schedule:

Typically students from DCU, ESB and Lancaster are scheduled for Fall enrollment in Professional Development and participate in Co-op January to June. All other IPBS students complete Professional Development in the Spring semester and participate in co-op from July to December.

www.damore-mckim.northeastern.edu/academic-programs/undergraduate-programs/cooperative-education



Dublin, Republic of Ireland

Quality work-placements and enhanced employability represent the cornerstones of all DCU Business School undergraduate programmes. For IPBS students, this entails a work-placement in either semester 4 or 6 combined with ongoing career guidance both throughout their time as DCU students and beyond.

About Us

- First admitted students in 1980
- To date over 50,000 students have graduated from DCU
- DCU delivers more than 120 programmes to over 12,000 students
- DCU's excellence is recognised internationally and it is currently ranked amongst the top 50 universities under 50 years old.
- In the last decade, DCU has twice been named Sunday Times 'University of the Year'.
- DCU was recently accredited by the prestigious AACSB (The Association to Advance Collegiate Schools of Business)

Work-placements are managed by the University's dedicated INTRA (Integrated Training) office. This office is comprised of 6 people who organise and manage placements for all students. The majority of placements are paid at the national minimum wage level of €9.15 per hour but the office also advertises other unpaid positions that offer very relevant and beneficial experience.

In preparation for placements, INTRA briefings are provided to all class groups and guidance is given on how to prepare effective CVs. Each year, an industry expert is also invited to deliver a session on preparing for interview and the INTRA Office often



Employability Support



Additional support include liaison with the University Disability office to ensure an appropriate level of support is provided if required and the office also produces letters for students seeking grant applications or for tax purposes if the placement is abroad. It has also worked closely with relevant Government departments to ensure that non-EU

students are allowed to work more than 20 hours per week if it is a mandatory part of their course.

INTRA Office staff members monitor students throughout the interview process and identify those who may be struggling or attending many interviews. One-to-one support is then offered to these students and mock interviews are provided. While on placement, DCUBS faculty work closely with the INTRA office to monitor student progress and to ensure the appropriate assessment of learning outcomes. This includes an on-site tutor visit to students and their employer during the course of the placement.

Internship opportunities:

Staff members work closely with existing employers to carefully nurture relationships so that they return each year to provide placement opportunities. They also constantly identify new employers and build connections with them through phone/email communication and on-site visits.

General employability support available to IPBS students:

While the Careers Advisors work with students who have specific career goals and also with those who don't, the ultimate aim is to increase one's competitiveness in the job market by offering the following initiatives:

- Tuition on CV enhancement and interview skills
- Workshops on SMART job search strategies and Branding
- Integrated classroom work on such topics as Career Planning and Decision Making
- One-to-one career guidance, career planning and psychometric assessments
- Mentoring for second year students
- Careers fairs
- Employer networking events



www.dcu.ie/intra

Reutlingen, Germany

For many IPBS students, the desire to boost their career prospects and perhaps accelerate their progression to senior roles is a key reason behind studying for an IPBS degree. In recognition of this, ESB Business School provides a range of facilities to support IPBS students in their career development and to assist them in sourcing their internships and their first graduate job. The internship / practical semester is embedded in the curriculum and all degree schemes in ESB offer students the opportunity to implement their learning in the work environment whether through internships, placements or corporate projects.

About Us

- ESB is ranked #1 state Business School in Germany by many national and international rankings
- ESB is ranked #1 German Business School by employers within Universum ranking
- 2.500 students, 60 professors, 50 staff from over 80 nations
- 120 international partner universities
- 90% of graduates are in work or further study within 6 months of graduating
- One quarter of our graduates start their career in Consulting

Our aim for IPBS students is for them to benefit from the integration of university study and employment, to experience the responsibilities, tasks and relationships involved in a 21st century workplace. Through their internships students gain greater practical understanding of their chosen specialism and develop an understanding of the ways in which their host organisation operates and how this might relate to other organisations and management processes in their preferred sector. ESB Business School is committed to produce socially responsible graduates who are highly employable worldwide.



Employability Support



ESB has its own dedicated Career Centre as well as a strong association of corporate partners. Also, IPBS students benefit from support of professors and staff within their programme through the curriculum embedded seminar “Introduction to Internships”

Pre Arrival:

Once you have decided that you will be studying at ESB Business School and have registered for your degree, you can contact the Career Centre staff for advice and guidance. The team will be happy to review your CV/resume and application forms or to conduct a mock interview.

Internship opportunities:

These are advertised in an internal job exchange where students as well as alumni can view advertisements. IPBS students in Germany take internships across all sectors but the main focus is in consulting, marketing and banking.

Employability in the curriculum:

All IPBS pre internship-semester students must take the seminar “Introduction to internships” focussed on enabling students to meet the challenges of high level internships. The seminar includes an introduction to the German job market, legal requirements, an overview of careers theory, application process management, skills development and personal career planning.

General employability support available to IPBS students:

- 1-2-1 appointments & drop-in clinics
- Weekly employer led events
- Two careers fairs per year for ESB students only
- Professional Business English language support
- CV tutoring
- Covering letter and application form workshops
- Practice interviews with careers advisors
- CV-portal and online graduates’ catalogue
- Excursions to companies



www.esb-business-school.de/en/school/institutions-bodies/career-center

São Paulo, Brazil

Established in 1954, FGV's São Paulo School of Business Administration (EAESP) is recognized as a first-rate Business Administration research centre, training and preparing leaders in the business, public administration and academic fields. The School offers undergraduate courses in Business Administration and Public Administration, executive training courses, master's and PhD programs.

About Us

- Most internationally-oriented school in Latin America, holding over 100 partnerships with globally-renowned foreign institutions, across all continents; some of the school's courses are offered entirely in the English language.
- The school has over 100,000 graduates, currently more than 3,000 students enrolled, and a faculty of 250 professionals.
- Business and Public Administration undergraduate courses established as quality references in Brazil, constantly training new leaders in the country.
- The OneMBA program is the best executive MBA in Brazil and one of the top 50 programs worldwide (2014 Executive MBA Ranking by the Financial Times Newspaper)
- Wide range of innovative and highly recognized specialization and master's programs, covering all development stages of executive careers.
- Leader in Business Administration research activities, generating knowledge through its PhD programs and 16 applied research centres.



Employability Support

FGV/EAESP Career Center provides services to undergraduate and graduate students as well as alumni. These services are also extended to international students while enrolled in one of our programs. With a strong presence in the business community, the Career Center maintains relationships with more than 3,000 companies that recruit students for internship and trainee programs, and also full-time positions for alumni.

Internship and Job Opportunities:

All internship and job offers are displayed on the Career Center website which can be accessed by current students and alumni. Those who are interested can get information about the available opportunities and apply to postings which are aligned with their professional goals. In order to graduate at FGV/EAESP, an undergraduate student must complete a 6 months internship. The Career Center has an important role in promoting the quality of the internships and in assuring that they comply with Brazilian legislation. To that end, the Career Center interacts with the organizations to check if the offer is aligned with the curriculum of the program, and if it truly enables the students to learn and sharpen their skills and competencies. The Career Center also oversees the documentation and procedures from the beginning until the end of the internship. Besides that, the Career Center compiles and organizes data about top recruiters, industries, technical areas, number of students hired by semester (interns) and employability for the recent graduates.

General employability support to IPBS students:

- . Career counselling on an individual basis (by appointment)
- . Career Fairs
- . Career Forums with successful alumni
- . Career Workshops (with themes like competencies identification and development, resume writing, effective participation in group dynamics and job interviews).
- . Mentoring program for undergraduate students from the 4th semester onwards
- . Organization of an annual calendar of recruiting events
- . Relationship with target companies; recruiting, selection and search consultancies and other important players in the job market

<http://intra.eaesp.fgv.br/oportunidades-profissionais>



Succeeding in a competitive world is not easy. High youth unemployment rate has been a recurring topic during the last few years. Even in these adverse circumstances, we pride ourselves on the success of IPBS students to enter the working world.

In fact, IPBS students are highly valued by local and international employers; language skills along with international experience and initiative are key factors when it comes to talent recruiting. To accelerate and ease this process, ICADE provides a wide set of resources to support IPBS students. .

About Us

- ICADE is the only Spanish University among the 100 best universities around the world, according to the Times Higher Education ranking.
- 88.5% of graduates from the Economics and Business Administration Faculty are in work within 6 months of graduating; 9.8% of graduates are not in work because they enter further study.
- The most relevant companies are willing to organize an on-campus session with IPBS students, year after year, and are looking forward to collaborating with our University.

An internship is the best way to bridge the gap between all you have learned so far and the real world. Going through recruiting and selection processes is a significant experience in itself and a positive and passionate attitude will surely help you along the way.

Internships provide students with essential workplace skills and are a wonderful means to gain real work experience to speed up both your personal and professional development.



Employability Support



The Faculty of Economics and Business Administration has its own Careers Team which allows us to engage in building a strong network with our employers and identify opportunities for new alliances.

Every year we hold a Student Employment Fair at our campus, with over 100 companies willing to meet you. This is an excellent opportunity to meet these professionals and start testing and developing you inter-personal skills.

Internship opportunities:

We currently have Educational Cooperation Agreements with thousands of companies and year after year, the number keeps growing.

Whenever firms need any help or there are opportunities available for our students, they send us their internship offers. Sometimes, we advertise them on the intranet and students can decide whether to submit their application or not, but we usually preselect the candidates and send their CVs. Some companies prefer candidates to apply directly through their website.

Employability in the curriculum:

All IPBS students are invited to take several employability workshops on creating a good CV and having a successful job interview.

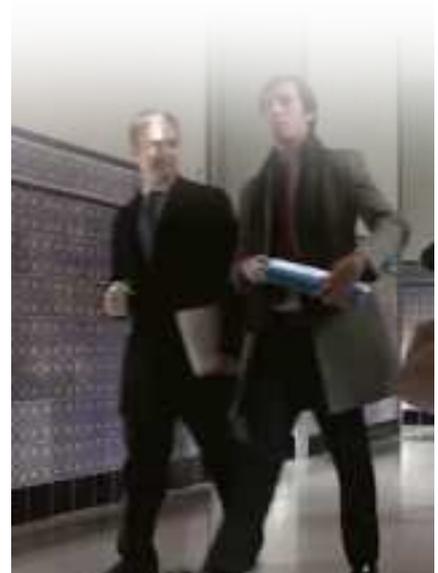
Additionally, we organise many on-the-campus presentations with relevant employers, who present their recruitment and selection processes and provide students with the tips to succeed. Just to mention a few, L'Oréal, Procter & Gamble or JP Morgan, visited our IPBS students last year.

General employability support available to IPBS students:

All year round we provide students with:

- Group meetings
- 1-2-1 appointments – bookable by email
- CV and interview workshops
- Online guide to internships
- Online relevant information

www.icade.upcomillas.es/en/faculty-of-economics-and-business-administration/internships



For many IPBS students, the desire to boost their career prospects and perhaps accelerate their progression to senior roles is a key reason behind studying for an IPBS degree. In recognition of this, LUMS provides a range of facilities to support IPBS students in their career development and to assist them in sourcing their internships and their first graduate job. Employability is embedded in the curriculum and all degree schemes in LUMS offer students the opportunity to implement their learning in the work environment whether through internships, placements or consultancy projects.

About Us

- LUMS is in the top 1% of world business schools
- Students and staff from over 150 countries
- In 2015 over 600 students were involved in consultancy-style projects with real companies as part of their coursework
- 95% of graduates are in work or further study within 6 months of graduating
- One of 20 European universities with a Confucius Institute
- Lancaster University Management School is Top 3 for Graduate Employability in the UK

Our aim for IPBS students is for them to benefit from the integration of university study and employment, to experience the responsibilities, tasks and relationships involved in a 21st century workplace. Through their internships students gain greater practical understanding of their chosen specialism and develop an understanding of the ways in which their host organisation operates and how this might relate to other organisations, and management processes, in their preferred sector.



Employability Support



LUMS has its own dedicated Careers Team and Careers Zone which allows the team to focus on the sectors in which our students are interested and to develop multi layered relationships with key employers. LUMS Careers was shortlisted for Best UK University Careers Service 2011, 2012 & 2015

Pre Arrival:

Once you have decided that you will be studying at Lancaster University Management School and have registered for your degree, you can contact the relevant careers staff for advice and guidance. The team will be happy to review your CV/resume and application forms or to conduct a mock interview using our conference calling facilities.

Internship opportunities:

These are advertised on an internal jobs board where students can review advertisements, contact employers directly and submit applications. IPBS students in the UK take internships across all sectors but the main focus is in banking, consultancy and marketing.

Employability in the curriculum:

All Year 3 IPBS students must take MNGT 360 which includes a series of employability workshops which are assessed as part of the module. These include an introduction to the UK graduate job market, an overview of careers theory, application process management, skills development and personal career planning. Variations on these workshops are offered throughout the year to Year 1 and 2 students.

General employability support available to IPBS students:

- 1-2-1 appointments – bookable online
- Drop in clinics - 8 hours per week during term
- Online guides to international career development
- Weekly employer led events
- Psychometric test practice
- Professional Business English language support
- CV tutoring
- Covering letter and application form workshops
- Practice interviews

www.lancaster.ac.uk/lums/careers



The Talent & Career Development Unit (TCDU) is a new orientation for NEOMA Business School. It is part of the NEOMA Business School eco-system, and its purpose is to strengthen the quality of the support and accompaniment our students receive. It is a transversal unit, working for all the school's programmes.

Its originality lies in the fact that it brings together Personal Development and Careers Services, and in the strong links between our professors' research work and the subjects dealt with in the new personal development courses developed for each programme.

The T&CDU develops all its actions at the intersection between pedagogy, corporate relations, Alumni and our professors.

About Us

- 40 000 Alumni all over the world
- 8 000 Students on 3 campuses (Reims, Rouen, Paris)
- 200 Teachers
- One of 7% of business schools worldwide with triple accreditation, EQUIS, AACSB, AMBA
- One of 7 business schools worldwide to have a Confucius Institute
- 94% of CESEM graduates (who enter the job market) find work within three months and 100% within six months.

Via its Career Services NEOMA Business School has a full service of online and face-to-face support for all its students in order to guarantee they find internships and then their first job.

The Career Services follow on from the courses and mandatory seminars delivered within our programmes by the Personal Development team. This constant cooperation with the Personal Development department means that all our actions are perfectly integrated.



Employability Support



NEOMA Business School communicates via its intranet: **INSIDE/MY CAREER**

More than 10 000 internship offers and 8 000 job offers are available in the section MY CAREER. All activity sectors are included, and the jobs are located both in France and abroad. Some of these offers target IPBS students in particular.

Pre Arrival:

Once you know that you will be studying at CESEM, NEOMA Business School on our Reims Campus and have registered for your degree, you can contact the relevant careers staff for advice and guidance. The team will be happy to explain to you the system that is at your service to help you to find an internship.

Employability in the curriculum:

All first-year students are invited to take part in courses to help you find internships. The purpose of this three-hour course is to teach you a methodology, to help you optimise your job finding tools (CV, cover letter) and to prepare you for job interviews.

All third-year students take part in a series of workshops to help you find internships. These workshops teach overseas students the techniques of finding an internship in France. This requires you to master the tools such as your CV and cover letter, and to know the French job market. We also concentrate particularly on students' career plans.

General employability support available to IPBS students:

- 1-to-1 interviews by appointment
- Online guides to international career development
- Employer events on campus
- Two career fairs for NEOMA Business School students only
- Professional Business language support
- CV and Cover letter workshops,
- Practice interviews with careers advisors



<http://www.neoma-bs.com/en/>

Internships are an integral part of the career development experience at the Poole College of Management. Poole students are strongly encouraged to seek and complete multiple internship experiences prior to graduation, and a high percentage do so every year.

About Us

- 2500+ undergraduate students studying Accounting, Business Administration, and Economics
- 77% of May 2014 graduates completed at least one internship
- Undergraduate business education ranks in the top 14% of accredited business schools nationwide (US News & World Report, 2013)
- Undergraduate supply chain management concentration ranks #6 in the nation (Bloomberg Businessweek, 2013)
- Corporate recruiters rank NC State University #19 in the US for graduates best prepared for the working world (Wall Street Journal, 2010)

Established in 1992, the college was named the Lonnie C. Poole, Jr. College of Management in December 2010 in recognition of a significant gift from Lonnie Poole. Located in Nelson Hall on NC State's main campus in Raleigh, NC, the college offers graduate and undergraduate degrees in accounting, business management and economics.



Employability Support



When students enter as freshmen into the Poole College of Management, they have immediate access to myriad business resources through our Career Development Centre. Dedicated solely to management students, the centre provides a wide array of career development services, all organized within a step-by-step, year-by-year plan designed to ensure our students' success upon graduation.

For IPBS students, the Poole College of Management offers a full-service undergraduate career services office to assist and support students in their process to source and secure meaningful internship experiences.

Building a professional network is an essential element of the modern job and internship search. At Poole we want all students to have the opportunity to begin building their own professional networks as soon as they step onto campus during their first year of study. Therefore, the Career Development Centre works to foster ongoing employer relationships and bring company representatives into Nelson Hall throughout the academic year.

Poole Career Development Centre:

Your Career is Our Business. This is the mantra of the Poole undergraduate Career Development Centre. The centre provides comprehensive career development services to IPBS students that include:

- Online career information management system for employer contact, job, and internship searches
- Comprehensive Career Resources Guide given to each student
- Individual career coaching – scheduled online
- Resume, correspondence, and interviewing critiques
- Career fairs, on-campus interviewing, and employer networking events each semester
- Annual Professional Development Expo
- Weekly jobs and internships eNewsletter
- Regular drop-in hours with peer career coaches



poole.ncsu.edu/undergraduate/careers/



Winter Park, United States of America

Rollins College

Founded in 1885 Rollins is a comprehensive liberal arts college with the mission of educating students for global citizenship and responsible leadership. The International Business major at Rollins College offers a comprehensive, liberal arts based, interdisciplinary approach to the study of international business. The INB major consists of eight core business courses, two business electives, five area or language courses, and one international business internship. Proficiency in at least one foreign language and an approved international experience are also required. In addition, the Rollins approach to the applied Liberal Arts embeds career and life planning into the student experience through both coursework and a multitude of co-curricular learning opportunities.

About Us

- Accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- Accredited by the Association to Advance Collegiate Schools of Business (AACSB)
- Member of CUIBE (Consortium For Undergraduate International Business Education)
- No. 1 or No. 2 Regional University in the South by *U.S. News & World Report*, 1996-2015
- No. 1 Regional University in the South by *College Choice*, 2014
- No. 1 MBA in Florida and 52nd in the nation by *Forbes Magazine*, 1999-2010
- No. 1 Part-time MBA in Florida & No. 9 in the nation by *Bloomberg BusinessWeek*, 2013
- 1890 undergraduate students and 178 faculty in the undergraduate colleges; faculty to student ratio of only 11:1

Our aim for our IPBS Dual-Degree students is for them to benefit from our integrated approach to the Liberal Arts and professional development. IPBS students at Rollins will have access not only to standard career and internship support but also to a range of activities, conferences and workshops designed to build and enhance professional and leadership skills.



Employability Support



The Rollins Centre for Career and Life Planning includes eight professional staff dedicated to students' professional development. Students are encouraged to utilize our online appointment scheduling system to set up an appointment with our career advisors when they arrive on campus in order to plan out their career development throughout their time at Rollins.

Pre Arrival:

Once you have decided that you will be studying at Rollins and have been formally accepted by Rollins, you can contact the relevant Career and Life Planning Staff and you will have access to all of the online resources available to Rollins students including our job and internship databases, cover letter and resume guides, career development webinars, and career assessments.

Internship opportunities:

These are advertised through internal and external databases. IPBS students at Rollins participate in internships across all fields of international business. Staff members at the Center for Career & Life Planning will assist students in preparing for the internship search, including developing resumes and cover letters and conducting mock interviews. The Career Expo held every spring semester will be an opportunity for IPBS students to meet a 50-100 potential employers, and the Centre for Career & Life Planning offers a variety of workshops and resources to help students prepare for the event.

General Career and Life Planning support available to IPBS students:

- Appointments with Career Advisors
- Resources for career exploration
- Online mock interview program
- Career planning courses
- Webinars and on-campus workshops
- Job and internship databases
- Resources for resumes, cover letters and interviews
- Resume drop-off critique
- Industry/Career programs and Etiquette dinners

www.rollins.edu/career-life-planning/





UNIVERSITÀ
CATTOLICA
del Sacro Cuore

Università Cattolica del Sacro Cuore (UCSC)

Milan, Italy

Our students and alumni feel fortunate to be part of a university with a recognized academic profile, one that is reflected by its academics, reputation, and global network.

It is a highly specialized structure, with technological labs recognized by Sinal (National System for Lab Accreditation), and with important connections with the professional world both within the country, as well as abroad. Numerous internship and exchange programs such as, Erasmus, and Double Degree in International Management are offered in order to allow students the opportunity of applying their acquired knowledge and skills throughout the globe.

About Us

- 4 campuses across Italy
- 41,000 students
- 2,900 international students
- Number 1 in employment placement in Italy
- 6,900 internships per year
- Over 8,400 company contacts
- More than 11,000 internships and job offers available online every year.

Our Placements and Internships Office plans various activities throughout the academic year, including orientation meetings, presentations, seminars and visits of managers from national and multinational companies, up to one-to-one professional orientation counselling, Recruiting Days and Career Days.

The Placements and Internships Office works hard throughout the year to find new placements and offers that are constantly increasing. Università Cattolica invests on building a strong link with national and multinational companies and on the internationalization of its 4 campuses.



Employability Support



The Placements and Internships staff of UCSC Piacenza Campus maintain close relationships with graduate and undergraduate students, and supports them constantly in the process of research and selection of the most suitable job, according to their personal skills and individual drives.

Pre Arrival:

Once you have decided that you will be studying at UCSC you should have a look at our website in order to get informed about the Internship procedure and contacts. Once you will start your Double Degree Program in Italy, an info session about the internship experience will take place in October-November and the tutor will follow-up the whole process and find the most suitable internship according to your needs, expectations and skills.

Internship opportunities:

“Step” is a platform available to graduates and students only, which support the match between supply and demand by uploading internship and job offers on the web.

Being the recruiting increasingly e-recruiting and a key force for business communication strategies, the new recruiting standard is online. The online service has already revealed its strength thanks to the amount of information provided and the strong link with the companies involved. It is a quick and smart tool that aims at selecting the applications more suitable to the companies demands. Graduate and undergraduate students of Università Cattolica can check the online job and internship offers, real-time published on the web, and send their CV directly to the companies.

General employability support available to IPBS students:

- Motivational Interviewing
- Job orienteering with UCSC Psychologists
- Job orienteering courses
- Technical labs
- Training labs
- Corporate Presentations
- Recruiting days
- Field trips
- Career days



<http://sep.unicatt.it/sep-home?rdeLocaleAttr=en>

UDLAP focuses its efforts on providing an educational service of the highest level through the integral development of their students and a multicultural environment based on respect and international understanding. As part of the IPBS network, UDLAP's curricula offers academic excellence taught by faculty with the highest level of knowledge and competence in their field. UDLAP also provides facilities of the highest quality, academic and administrative services that support the development of their students. Additionally, UDLAP provides a support system in charge of organizing, supervising and evaluating the processes that allow students to participate in the available internships opportunities and finding suitable jobs, based on the needs of the global reality, through the incorporation of practices in the profession in the curriculum, incorporating in research projects, or through placement of high level companies.

About Us

- UDLAP has more than 300 Full Time professors, which 99% have graduate degree, and 4 out of 10 participate in research activities as part of the National Researchers Association and the National Council of Science and Technology (CONACYT).
- UDLAP offers more than 50 undergraduate programs, and more than 30 graduate programs, including doctoral and online masters programs.
- UDLAP has students from more than 40 countries, and our faculty and staff have a cultural diversity that enriches our community.
- All our undergraduates have a mandatory work experience as part of their curriculum. This experience take place in research projects, artistic creation or internships.



Employability Support



Internationally, UDLAP is accredited by the Southern Association of Colleges and Schools - Commission on Colleges (SACSCOC) to award undergraduate, master and doctoral degrees. At the national level, to UDLAP it is also accredited by The Federation of Private Mexican Institutions of Education Superior (FIMPES) and more than 80 % of its students is enrolled in a program accredited by the Mexican Council for Higher Education Accreditation (COAPES).

Employability Support for Students UDLAP and IPBS

Since this internship has become a component of institutional training, UDLAP has a Department of Professional Practices that has formalized its procedures and operations through an official standards and regulations.

This area supports the student in search of professional preparation and if the student chooses a business on their own, anyway, this area monitors the development of their internships and verify that the activities performed by the student actually contribute to their preparation.

Additionally, the Professional Development Centre was created in response to the challenges of economic and employment situation in Mexico, in order to provide more and better tools to encourage students and graduates of the UDLAP. The professional challenges of the twenty-first century require more than a bag of traditional college work. This organization not only dedicated his efforts to employability, but now issues of continuing education (strengthening ties with Foundations, NGOs and Embassies to provide scholarships and funding for graduate study abroad) and the creation of tools that enable graduates generate business network (networking).

Employability in the curriculum:

The curricula of UDLAP undergraduate programs includes two courses named Professional Practices I and Professional Practices II. The first one should be taken as soon as the student has completed first half of his/her Study Plan and Practices II should be taken six months before to conclude, in order to facilitate their final recruitment by companies, if the student demonstrates a good performance in this work.



www.udlap.mx/inicio.aspx



University of San Diego

San Diego, United States of America

Founded in 1972 with the visionary belief that global partnerships were the key to the future of business, the University of San Diego School of Business is dedicated to creating a learning environment that prioritizes entrepreneurship and innovation, global business and leadership.

Accredited by the Association to Advance Collegiate Schools of Business (AACSB), the School of Business is home to more than 1,700 students every year and offers eight majors, 11 minors, seven specialty master's programs and three MBA programs. The school also houses five centers of excellence that enhance the student experience and build practitioner relationships with the business community. Sixty-three percent of our students have international experiences, and graduate students spend an average of 15 days overseas during their coursework.

Our leadership among business schools is internationally recognized—we are ranked by Financial Times, U.S. News & World Report, Bloomberg Businessweek and other ranking outlets.

Employability Support

USD Career Development Center supports and guides students to develop and achieve career goals that lead to meaningful lives.

- Engage: We help guide students as they choose a major and define a career path that aligns with their interests, skills and values.
- Educate: We support students develop the tools to articulate their skills and interests to employers and graduate schools, as they navigate from college-to-career.
- Connect: We provide opportunities for students to broaden their professional network with employers and alumni.



Employability Support



San Diego is the eighth largest city in the United States and, as such, you can take advantage of a variety of internship opportunities—including consulting, auditing, business and financial services, high tech, marketing research and start-ups. IPBS program participants receive assistance for finding their internships from USD's Career

Development Center and the Ahlers Center for International Business in the School.

Making Connections

USD Career Development Center offers a variety of tools to assist IPBS students:

- Torero Treks take students to employers. Trips to Silicon Valley and other destinations give job seekers a taste of corporate life.
- ToreroLink is our online portal, providing event registration, appointment scheduling and thousands of job and internship postings.
- Employers regularly visit USD for career fairs, on-campus interviews and other events.

Career Events

Each year, the Career Development Center works with employers, alumni and many campus organizations to sponsor dozens of career-focused events. These gatherings connect you with employers, as well as illuminating different career paths.

- Career Expo and Torero Talent bring dozens of prospective employers on campus, showcasing a wide variety of opportunities. Our customized app helps you find companies who need your particular knowledge and skills.
- Graduate School Fair helps students explore options to continue their education.
- Adventures in Service connects students with nonprofit organizations.
- Career Development Center offers more than 70 workshops each semester, including networking and company info sessions, LinkedIn tutorials and resume reviews.

The Career Development Center also works closely with faculty to develop career fairs and networking events for specific majors and industries. These mini events provide access to a precisely-selected group of companies who are eager to find skilled employees from specific disciplines.



www.sandiego.edu/careers/

FAQs– Undergraduate Degree Information

How does the double degree programme work?

Students in an IPBS double degree programme are admitted by one partner institution (the home institution) and will also be enrolled at a second partner institution (the partner institution) in another country. They may start their studies either at their home school or --in some of the tracks-- at the host school. In the first two years, students study business, a second language, and participate in a 4-6 month work placement. Before they start their third year, students move to the other partner school where they continue their business studies for the next two years. They also participate in a 4-6 month work placement, meaning they gain working experience in at least two countries. In general the teaching language at each partner school is the language of the country that school is located in. At the completion of the programme, students earn a bachelor's degree from both the home and the partner institution.

Is it possible to study another language?

Many of the partners offer the opportunity to study additional languages. Please visit the website or the school you are interested in to learn more about what language options are available.

How do I find work placements?

Because work placements are a mandatory component of the programme and are typically paid and full-time, each partner school has specialised personnel who work with both students and companies during the placement process.

What kind of jobs do students get at the end of the dual degree programme?

Students graduating from the double degree programme accept a variety of positions in businesses and not-for-profit organizations around the world. Students graduating from this programme have a competitive advantage in that they are, at a minimum, bilingual and have academic and work experience in two countries.

What are the costs of participating in the double degree programme?

Students have to pay according to the rules of their home institution, i.e. the IPBS business school they are admitted at. At the partner school they do not pay extra tuition or fees. The only exceptions are minor administrative fees and in some schools costs in case they need to repeat classes or exams. Many students in the double degree programmes take advantage of scholarships and while the IPBS does not offer scholarships itself, all IPBS business schools help students with information and counselling to obtain financial aid available for them.

Useful Links

IPBS

www.ipbs-network.org

D'Amore-McKim School of Business, Northeastern University

damore-mckim.northeastern.edu/

Dublin City University Business School

www.dcu.ie

ESB Business School at Reutlingen University

www.esb-business-school.de

Fundação Getúlio Vargas

eaesp.fgvsp.br/en

Universidad Pontificia Comillas (ICADE)

www.icafe.upcomillas.es/es/

Lancaster University Management School

www.lancaster.ac.uk/lums

NEOMA Business School

www.neoma-bs.fr

Poole College of Management, North Carolina State University

poole.ncsu.edu

Rollins College

www.rollins.edu/career-life-planning/

Università Cattolica del Sacro Cuore

www.ucscinternational.it/

Universidad de las Américas Puebla

www.udlap.mx/

University of San Diego

www.sandiego.edu/





IPBS Double Degree Programmes

The International Partnership of Business Schools (IPBS) is a consortium of leading business schools located in Boston (MA, USA), Dublin (Ireland), Lancaster (United Kingdom), Madrid (Spain), Reims (France), Reutlingen (Germany), Piacenza (Italy), Puebla (Mexico), Raleigh (NC, USA), Sao Paulo (Brazil), San Diego (CA, USA) and Winter Park (FL, USA).

The IPBS partners offer undergraduate programmes that grant double degrees, require study in two countries, and promote language and cultural fluency along with business aptitude.

The IPBS is dedicated to the development of a lifelong cross-cultural international community of business and management students, alumni, professors, researchers and staff, by sharing and increasing their professional knowledge, skills and understanding through international exchange programmes.

www.ipbs-network.org