Internship Day is a one-day event solely dedicated to the promotion and celebration of internships to students. Be part of the excitement by registering for an exclusive networking space. It is the ideal platform for your organisation to attract talented NUS students to your internship programme.

Thursday, 20 September 2018
11 AM - 5 PM
Multi-Purpose Sports Hall (MPSH) Level 1
2 Sports Drive 1, Singapore 117561
A. About the Attendees

The event will be publicised to the entire NUS student body of 29,000+ undergraduates and 10,000+ postgraduates from various NUS faculties.

For more information on our student programmes, please click here for information on undergraduate programmes and here for our post-graduate programmes.

B. Exhibitor Package

$600 (Prices are subject to 7% GST.)

**Package includes:**

1. One (1) Networking Space 2.5m x 2.5m
   - Two (2) cocktail tables
   - Two (2) high bar stools
   - One (1) 13 amp power supply

2. One (1) wireless internet account per organisation
3. Two (2) lunch coupons per organisation
4. Two (2) bottles of water per organisation
5. One (1) complimentary parking coupon per organisation
6. Listing of company name on publicity materials
C. How to Participate

**Step 1:** Register here by Thursday, 14 June 2018.

**Step 2:** You can expect to receive a confirmation email **within 7 working days** from the Centre for Future-ready Graduates after you have submitted your online registration. Should you not receive a confirmation email, please contact Cadence Wong at cadence.wong@nus.edu.sg, or Celine Chua at celinehpchua@nus.edu.sg, 6601 5801

**Step 3:** The Centre for Future-ready Graduates will also contact you with regard to your internship/job listing and other logistical matters.

D. Terms and Conditions

1. Package prices are subject to 7% GST.

2. Cancellation request must be made in writing, stating the reason(s) for cancellation.
   - **50% of the booking fee** is payable by the organisation if cancellation is made **more than 5 working days after the confirmation email of the booking is sent** from the Centre for Future-ready Graduates.
   - If cancellation is made **more than 10 working days after the confirmation email of the booking is sent**, **100% of the booking fee** is payable by the organisation.
4. Payment must be made within 30 days from the date of the invoice, which will be sent after the event.

5. Booking and allocation of networking space are based on the following:
   - Networking space booking is on a first come, first served basis.
   - Location of networking space is allocated by the Centre for Future-ready Graduates.
   - The Centre for Future-ready Graduates reserves the right to decline any bookings submitted.

6. The Centre for Future-ready Graduates reserves the right to make changes to the event details (i.e. Event Date/Time/Venue). In such situations, employers may withdraw from the event without penalty.
E. Frequently Asked Questions

1. What do I need to bring for the Internship Day?
You may bring along your organisation’s pull-up banner (not more than 1m by 2m; maximum two), brochures, internship/job listings, and collaterals to be distributed to the attendees.

2. Can I purchase additional lunch coupons?
No additional lunch coupons will be sold as food will be pre-ordered. There are food outlets within walking distance.

3. Can I purchase additional parking coupons?
Due to limited parking lots available on campus, we are unable to sell additional parking coupons.

4. Is there a maximum number of representatives allowed at the event?
Due to space constraints recommend that organisations send at most 4 representatives to be present at the event at any one time.

5. How many attendees may be expected?
This is a new event. Based on past events of similar size, we expect around 500-600 attendees.
6. Where is the venue?
The venue is the Multi-Purpose Sports Hall 1. It is located at the National University of Singapore, Sports & Recreation Centre, 2 Sports Drive 1, Singapore 117561.

FOR MORE ENQUIRIES, PLEASE CONTACT:
Cadence Wong at cadence.wong@nus.edu.sg, 6601 5492
or Celine Chua at celinehpchua@nus.edu.sg, 6601 5801