

At UTS Business School, we encourage every student to explore the possibility of undertaking an internship or work integrated learning experience. We have a dedicated team responsible for providing students with career preparation training and support.

Students can choose to complete an internship as part of a formal subject or as part of a voluntary internship. Internships are offered for both undergraduate and postgraduate students at UTS Business School.

For more information about internship subjects offered at UTS Business School, please see our [website](#).

## Undergraduate internship subject

[26600 Business Internship](#) subject provides undergraduate Business, Management and Economics students with an opportunity to develop and apply their academic knowledge and skills in the context of a real workplace.

The subject enhances the students' employability by increasing their awareness of employers' expectations of performance and conduct and building valuable work readiness skills, such as communication, collaboration, and reflective practice. Students will develop their communication and collaboration skills through their workplace experience. Students will develop social responsibility by reflecting on business and personal decisions using principles of ethical decision making.

Students are eligible to complete this subject after completing 48 cp of study and after finding a relevant business internship that matches the internship criteria. Internships can be online, face to face, completed in Australia or overseas.

## Postgraduate internship subjects

Two postgraduate internship subjects are offered at UTS Business School: [27769 Professional Internship for Graduates](#) and [26799 Internship Experience](#). Please see additional information and eligibility requirements below.

To undertake 27769 or 26799, students must first secure an internship of 100 to 180 hours duration with an organisation and then complete the enrolment steps before being able to enrol in the subject. Students must not commence the internship until they have officially enrolled in this subject and their internship has been formally approved.

The terms and timeframe of the internship experience are negotiated between the student and host organisation. The internship must be based on an agreed and approved program of work that aims to achieve pre-determined learning objectives.



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## 27769 Professional Internship for Graduates

The subject is open to graduate students in the UTS Business School who have an available elective in their course.

The subject expands on students' existing professional, business, technical and ethical decision-making skills. It allows them to foster and diversify their current career experience through a deeply integrated practice approach and through the development of professional networks and prospects.

For those students who have limited work experience, this subject provides the opportunity, through a placement, to gain work integrated learning experience and to relate it to theoretical and applied learning.

## 26799 Internship Experience

The subject is open to second year graduate students who are eligible to complete their 12CP capstone. 26799 is an anti-requisite for the subject 21890 Industry Research Project. Students who have already completed [27769 Professional Internship for Graduates](#) are not eligible to apply for 26799.

The Internship Experience subject is the culminating professional experience of a student's postgraduate degree. It brings together the key features of a capstone subject and the ability to learn in a professional setting, including through the integration of theory and practice and the extension of prior learning; the use of authentic and contextualised experiences; challenging and complex problems; socialisation into professional roles; autonomous yet collaborative learning and development of professional agency; and through the application of critical inquiry and creativity.

## Career Mentoring and Support offered at UTS Business School

All UTS Business students have at their disposal the following career mentoring and support services:

**Business Hub on CareerHub:** Our [Business Hub](#) on CareerHub is a dedicated site for business students which contains business-specific opportunities, events and career preparation resources.

**Industry Job Board:** Students can check out the industry specific job board for ideas on where to search for external opportunities. Not sure where to search for an internship? See our pdf resource [industry-specific job boards](#) (pdf, 68kb).



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**UTS Career Consultation:** Students can book [career consultation](#) to get advice about where and how to search for an internship, resume review, career direction advice, how to pick your major and how to apply for a job.

**Business Internships Team:** Once students attend a consultation at UTS Careers, they will be able to seek additional support from the UTS Business Internships team. Support offered includes resume review and business specific mentoring, as well as subject enrolment support and supervision. Students can contact the team by [email](#) to arrange a consultation time.

**Career Design and Preparation Programme (CDPP):** The CDPP was released in February 2022 for all UTS Business School students. It was designed for students who wish to explore career options relevant to their studies, as well as develop an understanding of transferrable skills required for specific job roles.

Activities and resources provide students with important preparation in the lead up to sourcing and completing an internship or work integrated learning experience. In addition, students can use the resources provided throughout, to build a plan for their future career, in preparation for graduating from their course. There are seven key topics covered in the CDPP:

- Part 1: Introduction to Work Integrated Learning
- Part 2: Career Design and Decision Making
- Part 3: Job Search Strategies
- Part 4: Writing Job Applications
- Part 5: Interview Skills
- Part 6: Set Learning Goals and Reflect on Experience
- Part 7: Professional Workplace Conduct

## Contact us

UTS Business School has a dedicated internships team looking after the internship subjects, work integrated learning activities and student career progression and support. The team can be contacted via email at [businessinternships@uts.edu.au](mailto:businessinternships@uts.edu.au).

The Business Internships team can answer questions about:

- Doing an internship subject 'for credit'
- The Career Design & Preparation Programme
- Virtual and international internships
- Voluntary internships
- General career related questions
- Support for international students in securing an internship